

Tuscarora Township Parks Commission

Approved Regular Meeting Minutes — January 6, 2026

Date/Time: January 6, 2026, 6:00 p.m.

Location: Tuscarora Township Hall

Called to Order By: Stacey Cole, Chair

1. Call to Order / Roll Call

Chair Stacey Cole called the meeting to order at 6:00 p.m.

Members Present:

- Allen Maves
- Bryan Henry
- Patrick McGinnis
- Doug Schofield
- Stacey Cole

2. Public Comments on the Agenda

None noted.

3. Board Comments on the Agenda / Agenda Amendments

Additions requested:

- Add Winterfest as Item 16
- Add Hiking trails at Cooperation Park as Item 17
- Item 15 (Christmas in Indian River Review) noted as skipped because presenters would not be attending.

Motion: Approve agenda with modifications (add Item 16 Winterfest; Item 17 hiking trails at Cooperation Park).

- Moved: Patrick McGinnis

- Seconded: Allen Maves
- Vote: Aye (unanimous)
Motion carried.

4. Approve Minutes (Previous Meeting)

Motion: Approve the minutes.

- Moved: Allen Maves
- Seconded: Stacey Cole
- Vote: Aye (unanimous)
Motion carried.

5. Review / Approval of Paying Bills

Bills were reviewed; question raised regarding Monkford Metals, clarified as a credit (scrap dumpster proceeds), not a payable bill.

Motion: Approve paying the bills.

- Moved: Patrick McGinnis
- Seconded: Allen Maves.
- Vote: Aye (unanimous)
Motion carried.

6. DeVoe Beach Wall Repair / Replacement (Discussion)

Commission discussed ongoing erosion/sand drift concerns and potential impacts to grass areas and the sidewalk. Prior estimate referenced at approximately \$84,000 for foundation/wall replacement (as recalled). Alternatives discussed included sand screening and a finished cinder block wall with footing; all options described as expensive.

Direction / Next Steps:

- Doug Schofield to research options and bring cost information back at the next meeting.
- Commission emphasized the need to begin planning for multiple large future maintenance projects (e.g., Green Docks board replacement, bridge-area work).

7. Green Dock Naming Site / Historical Kiosk Proposal

Presentation: Community member Jane McGinnis presented a short historical video and proposal describing the origin of the “Green Docks” name and the site’s history, including the 2000 Little Traverse Conservancy pre-acquisition and subsequent grant-supported township ownership.

Proposal: Authorize creation and installation of a historical kiosk at the Green Docks, similar to other kiosks in town, including a QR code linking to a longer-form video. No cost to the township; Parks Commission to have input on final design. Target installation: by end of May 2026.

Kiosk placement discussed generally (near the rain garden area/end).

Motion: Approve the Green Docks historical kiosk project as presented (no cost to township).

- Moved: Stacey Cole
- Seconded: Allen Maves
- Discussion: Support expressed; commissioners noted they learned the origin of the name.
- Vote: Aye (unanimous)
Motion carried.

8. Workers 'Hours (Discussion)

Commission discussed winter operations scheduling and whether overtime is used for plowing/sidewalk work. Clarified that overtime is not used; schedules flex based on need. Typical operations noted: early starts (around 5:00 a.m., earlier during heavy snow), with daily end times around noon–1:00 p.m. Sidewalk clearing typically takes 3–3.5 hours, up to 6 hours in heavier snow.

Street snow removal process described (pushing to bump-outs/street; county hauling to pit rather than Lower Marina Park due to concerns about salt entering river).

9. Job Candidates

Doug Schofield reported interviews with three candidates before the holidays and recommended Leonard Simon as best fit. Additional application referenced, but Commission expressed need to proceed without delay.

Motion: Recommend Leonard Simon for hire and forward recommendation to the Township Board.

- Moved: Patrick McGinnis
- Seconded: Stacey Cole

- Vote: Aye (unanimous)
Motion carried.

10. Tractor Update

Commission discussed invoice differences and the process for financing. Concerns raised about an approximate \$4,000 increase above prior approved amount and the shift to a lease-to-own / lease with option to buy structure due to requirements for a personal guarantor for financing. Doug to seek clarification on the variance.

Motion: Authorize Doug Schofield to proceed with obtaining the new tractor via lease or purchase for \$42,461.16, not to exceed \$45,000.

- Moved: Patrick McGinnis
- Seconded: Stacey Cole
- Vote: Aye (unanimous)
Motion carried.
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11. Use of Red Barn for Event Storage (Information)

Doug Schofield reported the library requested basement storage space, prompting relocation of certain community event items (e.g., outdoor decorations, snowflakes, fire pits) to the Red Barn. Access to be controlled via padlock; access coordinated through Doug, with key arrangements to be determined. Items not suitable for outdoor storage (e.g., books) to remain protected indoors.

12. Snowmobile Ordinance Update (Information)

Doug reported updated enforcement: zero tolerance for snowmobiles on sidewalks/walkways. Fine reportedly increased from \$50 to \$500, with signs posted and several tickets issued over the holiday period.

13. Item 15 — Christmas in Indian River Review

Skipped (Dorothy not present; unable to attend).

14. Item 16 — Winterfest

Application received; event dates and times reviewed:

- Friday, February 20, 2026: 4:00–11:00 p.m.
- Saturday, February 21, 2026: 10:00 a.m.–11:00 p.m.

Use described primarily as a beer tent at Upper Marina Park (with related Winterfest activities noted). Commission referenced established rental rates and requirements for signed paperwork, liquor licensing, and liability insurance.

Motion: Approve Winterfest park use request and authorize the Chair to approve the request consistent with requirements and documentation; rental fee \$100/day for Marina Park use, contingent on completed paperwork and required provisions (liquor license and liability insurance).

- Moved: Patrick McGinnis
- Seconded: Bryan Henry.
- Vote: Aye (unanimous)
Motion carried.

15. Item 17 — Hiking Trails at Cooperation Park (Discussion)

Discussion regarding why trails were being plowed/packed at times. Doug explained limited, quick passes can create a safer, wider walking surface for older residents when conditions are right; emphasized timing matters to avoid making a mess. Trails are also used for snowshoeing/cross-country skiing, but many users prefer a packed walking surface.

16. Public Comments

None noted.

17. Board Comments

Doug Schofield:

- Thanked Bill Ramsey for assistance restoring water at Cooperation Park maintenance building by flushing/chlorinating the well and providing a pump from personal stock, avoiding purchase of a new pump (estimated \$6,000).
- Noted only \$1 was donated to the rink over the holiday period following social media attention.

18. Adjournment

Motion: Adjourn.

- Moved: Stacey Cole
- Seconded: Bryan Henry
- Vote: Aye (unanimous)

Meeting adjourned at 6:48 p.m.