

**Duncan Park Commission**  
Meeting Minutes  
February 16, 2021  
Zoom Meeting and Facebook Live Streamed

The virtual meeting was called to order at 7:05 pm by President Roger Cotner.

**Commissioner:**

Present: President Roger Cotner, Georgette Sass, and Acting Secretary Jennifer Holland

Excused: Secretary Aaron van Baal, Commissioner Nancy Nagtzaam

Others: City Council Liaison Dennis Scott, City Liaison Derek Gajdos, City Manager Pat McGinnis, City Council Member Mike Dora, Mike Wade, and Mike ver Duin's Boy Scout Troop.

Those participating in the introductions for live stream introduced themselves and stated their locations to be in Grand Haven, Michigan with Georgette Sass in Allendale, MI.

Cotner briefly outlined a few ground rules for the virtual meeting including the need for roll call votes.

Approval of Agenda: Holland moved to adopt the Draft Agenda which Sass seconded. The motion to approve the agenda as circulated on 2/12/2021 carried 3-0 by roll call vote.

Public Comment: None

**New Business:**

- A) Cotner moved to adopt a budget of \$12,000 for Park operations for the fiscal year beginning on July 1, 2021, and ending on June 30, 2022, as outlined in the budget circulated with the agenda and attached. The motion died for want of a second.
- B) Holland moved to designate public use trails in Duncan Park as depicted in a Trail Map prepared by Ottawa County Parks and Recreation Commission's Curt TerHaar. Cotner seconded the motion. A copy of the trail map is attached. Cotner verbally supported his motion as a first step in trail management and emphasized that adoption of designated trails does not preclude future actions regarding trails. Several Commissioners took issue with an alternative trail map excluded from the agenda. After extensive discussion, the motion failed 1-2 (Sass, Holland).
- C) Other New Business:
  - 1) Sass moved to approve a volunteer event for the Grand Haven Area Community Foundation's volunteers as part of the Foundation's 50<sup>th</sup> Anniversary Celebration to be held on May 18, 2021. Holland seconded the motion. Commissioners informally discussed possible projects for the event. The motion passed 3-0 on roll call vote.

**Approval of Minutes:**

- A) Holland moved to approve the 1/20/2021 meeting minutes as previously circulated. Sass seconded the motion. Holland proposed a correction to the Minutes to reflect that she was participating in the Zoom call from Merrillville, IN, not Wentzville, IN. The proposed correction drew no objection. Holland also proposed a correction to Old Business Section A, subsection 3 to reflect that "Sass is working with a GVSU undergraduate student." The proposed correction drew no objection. The Commissioners voted 3-0 by roll call to approve the proposed minutes as corrected. A copy of the approved minutes from the 01/20/2021 meeting is attached.

President's Report:

- A) Cotner referenced his circulation of Attorney General Dana Nessel's Open Meeting Act handbook and urged Commissioners to review it.
- B) Cotner also reported that he forwarded previously considered Park Rules and a draft History of Duncan Park to Ottawa County Parks and Recreation Commission's Curt TerHaar for inclusion with the Trail Map. Both are attached.
- C) Cotner circulated Amy Bessinger's January 2021, financial reports on the Commission's finances with the agenda and the Commission received those reports. Those reports are attached to these minutes. Gadjos informed the Commission that the City has not incurred any financial costs on behalf of Duncan Park since the last Commission meeting. Cotner expressed the Commission's appreciation to the City's crews keeping the Park drive and parking area safe during the winter.

Old Business:

Gadjos informed the Commission that the Paving bids will be released before the March Commission meeting and confirmed the Commission is part of the bid as an alternate.

Commissioner's Comments

Holland inquired into the deadline for submission of agenda items. After discussion, a consensus developed that Agenda items be submitted to the President a week in advance of the regular meetings by 5:00 p.m.

Second Public Comment:

City Council Liaison Dennis Scott expressed his view about the need for the Commission to designate trails. City Councilman Mike Dora encouraged the Commission to properly post any trail closure adopted by the Commission.

The next meeting is set for Tuesday March 16, 2020, at 7:00p.m. virtually via Zoom and Facebook Live unless notified otherwise.

Sass moved to adjourn the meeting and Holland seconded. The Commissioners voted 3-0 by roll call vote to adjourn the meeting and the meeting adjourned at 8:26 p.m.

Respectfully submitted,

Aaron van Baal, Secretary

These minutes were approved at the Commission meeting held on May 18, 2021.



Aaron van Baal, Secretary