

**CITY OF WILLIAMSTON  
PARKS AND RECREATION COMMISSION  
JANUARY 10, 2024  
REGULAR MEETING MINUTES**

**1. Call to Order:**

The meeting was called to order at 7:06 p.m. in the Williamston City Hall Council Chambers by Chairman Earl Wolf and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman Earl Wolf, Commissioners Terry Hansen, Byron Aldrink, and Tammy Scott. Absent: Teri Nelson, John Magee, and Kent Hall.

Also present: City Manager John Hanifan, Deputy Clerk Barbara Burke, and citizen Tammy Gilroy.

**4. Approval of Agenda:**

Motion by **Hansen**, second by **Aldrink**, to approve the agenda as presented. **Motion passed by voice vote.**

**5. Audience Participation:**

Chairman Wolf called for public comments at this time and there were none.

**6. Approval of Parks & Recreation Commission Regular Meeting Minutes of November 8, 2023:**

Motion by **Hansen**, second by **Scott**, to approve the Parks & Recreation Commission regular meeting minutes of November 8, 2023, as presented. **Motion passed by voice vote.**

**7. Action Items**

**7a. Meeting Dates & Times for 2024:**

Motion by **Hansen**, second by **Aldrink**, to change the Commission meeting time to begin at 6:00 p.m. and to change from meeting on the second Wednesday of the month to the third Thursday of the month. Yes: Scott, Hansen, Wolf, Aldrink. No: None. **Motion passed.**

**8. Discussion Items**

**8a. Parks Plan Update:**

Manager Hanifan reported Council held a public hearing on the 2024-2028 Parks and Recreation Master Plan. He said at the next Council meeting, Council should adopt a resolution, then it can be submitted to the State to be eligible for grants.

**8b. Memorial Park Trail Grant Update:**

Manager Hanifan said the County's program is oversaturated with payment requests and the earliest we may see some grant money is 2025.

**8c. Red Cedar River Trail Grant Update:**

Manager Hanifan stated John Bollman is working with the County on getting some funding for river clearing and river maintenance.

**8d. Pavilion Update:**

Manager Hanifan reported the roofing contractor was told by a former employee the pavilion would not be built until 2024. The contractor now has the roof ordered.

**8e. 2024-25 Budget Preliminary Discussions:**

Manager Hanifan stated budget preparations are beginning now. He will have draft budgets at upcoming Parks meetings. He mentioned the men's urinal on North Putnam in McCormick Park will need to be replaced. The lights out in McCormick Park will be replaced by Oesterle Electric.

**8f. Home Depot Donation:**

Chairman Wolf said Kent Hall received a monetary donation from Home Depot for solar lights in Memorial Park. Commissioner Hall should be submitting the Home Depot card to City Hall to hold onto until the lights are ready to be installed.

**9. Information Received**

**9a. Friends of the Williamston Parks Annual Report:**

It was mentioned that Lina Chapman will head the future chainsaw carving event, which will be held during the Light Parade.

**10. Staff Reports**

**10a. City Manager:**

Chairman Wolf asked for an update on the DPW position and Manager Hanifan said is it operating efficiently.

**11. Audience Participation:**

Chairman Wolf called for public comments at this time and there were none.

**12. Member Comments:**

Commissioner Scott stated the Jubilee Committee has started meeting and thought about doing a Survey Monkey to gather ideas for what people want. The Williamston Eagles will be partnering with the Special Olympics. More on this to come.

Commissioner Hansen said he was glad to be here.

Commissioner Aldrink apologized for being late.

Chairman Wolf said he was happy to have a social district.

**13. Adjournment:**

Chairman Wolf adjourned the meeting at 7:45 p.m.

**Meeting adjourned at 7:45 p.m.**

**Respectfully Submitted by:** \_\_\_\_\_  
**Barbara J. Burke, City Deputy Clerk**

**Date Approved:** \_\_\_\_\_