

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, February 4, 2021, at 3:00 p.m., via Zoom.

Present: Chairperson McKeen, Mr. Myers, Mr. Warner, Mr. LundBorg, Mr. Wilson, Mr. Wyns, Mr. Hiddema, Mr. Bowling, and Mr. Erickson via Zoom. Absent: Mr. Mikkelsen.

Also present: Ms. Kari Wilson, teacher at Knee High Naturalist preschool; Ms. Kathy Evans, Environmental Program Manager for West Michigan Shoreline Regional Development Commission; and Ms. Kira Davis, Conservation Resource Alliance.

Public participation was provided via audio/videoconference using Zoom. The online meeting ID was 820 6812 2607.

Public Comment

There was no public comment at this time.

Chairperson McKeen did note that under the President's Report Section D., the word "OCO" should actually be "ORC" (Oceana Road Commission).

Chairperson McKeen had Mr. Erickson introduce himself. Mr. Paul Erickson, County Commissioner District 4, and has had an avid interest in becoming a member of the Parks & Recreation Commission for many years.

Chairperson McKeen had Mr. Warner introduce himself. Mr. John Warner, Deputy Drain Commissioner Oceana County, has worked for Oceana County for 19 years and is happy to be a member of this Commission.

Approval of the Minutes of the Regular Meeting

Moved by Mr. Wilson and seconded by Mr. Hiddema to approve the minutes of the December 3, 2020 Oceana County Parks & Recreation Commission meeting as presented.

Voice vote. Motion carried.

Claims for Payment

The claims for payment are as follows:

Son's Disposal - \$108.00
Connelly Bowling - \$127.52; reimbursement for boards for Crystal Valley Park
Great Lakes Energy - \$32.66
Great Lakes Energy Crystal Valley - \$27.45
Conservation Resource Alliance Marshville Dam Stipend - \$5,000.00
Great Lakes Energy Crystal Valley - \$17.64
Great Lakes Energy Crystal Valley - \$21.41
Great Lakes Energy Black Lake - \$22.08
Great Lakes Energy Black Lake - \$ 26.76
Annual Inspection Fee Black Lake - \$120.00

Moved by Mr. Warner and seconded by Mr. Bowling to approve the Payment of Claims.

Roll call vote: All Ayes. Motion carried.

Financial Report

- **Fund 208 Revenues & Expenditures** – as of January 31, 2021, had a transfer at the beginning of the year of \$5,134.34, leaving a fund balance of \$44,331.36.
- **Fund 408** – as of January 31, 2021, has an available Fund Balance of \$8,789.41.
- **Fund 288** – as of January 31, 2021, has a Year to Date Fund Balance of \$10,154.15.

Moved by Mr. Hiddema and seconded by Mr. Warner to approve Fund 208 Balance, Fund 408 Balance, and Fund 288 Balance as presented.

Voice vote. Motion carried.

Stony Creek Restoration/Marshville Dam Project Update

Chairperson McKeen began discussion with Ms. Kathy Evans, Environmental Program Manager for West Michigan Shoreline Regional Development Commission (WMRSDC), and with Ms. Kira Davis, Conservation Resource Alliance (CRA), in regards to the Marshville Dam project.

Ms. Davis provided an update on the Marshville Dam Project. The goal at this time is to fundraise for feasibility studies, planning completion, and then work on the design. WMRSDC and CRA are working together on all aspects of the Marshville Dam Project. They have applied for grants from the Michigan Department of Natural Resources (DNR) and have been in contact with the US Fish & Wildlife Service regarding funding.

Ms. Evans mentioned that the restoration project for Stony Creek has been brought before the National Oceanic and Atmospheric Administration (NOAA) and that they have explained how funding/grants will not be overlapped/misused.

Knee High Naturalists

McKeen introduced Ms. Kari Wilson, a teacher for the Knee High Naturalists, a preschool that promotes nature based learning in children ages three to five. This will be a pilot program for nature based preschool program endeavors in this area and will utilize the Oceana County Parks.

Chairperson McKeen mentioned a list of upgrades that would be needed if certain parks were utilized as consistent “classrooms”.

Election/Appointment of Board Secretary

Chairperson McKeen noted that an appointment of the Board Secretary will need to be made in order to fill the vacancy that Mr. Sebolt left. This appointment would be effective until March 4, 2021, at which time the yearly board elections would be held.

Chairperson McKeen suggested having Mr. LundBorg serve as Secretary until March 4th.

Moved by Mr. Wilson and seconded by Mr. Myers to appoint Mr. Pete LundBorg as Parks & Recreation Secretary until March 4, 2021.

Voice vote. Motion carried.

President’s Report

- Chairperson McKeen attended the January 14, 2021 County Board meeting.
 - The Commissioners decided to reappoint Mr. Mikkelsen, Mr. Hiddema, and Mr. Wilson.

- The Commissioners also appointed Mr. Paul Erickson to the Parks & Recreation Committee as a liaison for the County Board.
- Chairperson McKeen attended the Oceana Road Commission meeting, on December 30th and on January 14th, to discuss the Marshville Dam Project.
- Chairperson McKeen attended the Benona Township Board meeting to review the Marshville Dam Project and to seek a letter of support; which was granted from Benona Township.
- Chairperson McKeen helped to facilitate the solicitation of letters from ORC, Conservation District, Benona Township, Oceana County Board of Commissioners, and from property owners, in support of the Marshville Dam project and to be used for grant purposes.
- Chairperson McKeen attended the WMSRDC Watershed quarterly meeting on January 21, 2021.
- Chairperson McKeen attended the Hart to Pentwater Trail meeting on January 28, 2021.
- Chairperson McKeen attended the MSUE and DNR meeting on Understanding and Applying New Federal Outdoor Recreation and Economic Data in Michigan on January 28, 2021.
- Chairperson McKeen will be a guest speaker at the Shelby Rotary meeting on February 15th, to discuss County Park plans funding.

Old Business

- Chairperson McKeen provided an update regarding the Hart to Pentwater Trail extension meeting.
- Mr. Wilson started discussion regarding the headway made on the Five Year Master Plan.
- Mr. LundBorg presented a brief overview of his report regarding the picnic table and grill placements for each of the parks. He suggested a course of action he would for each park and gave options on what could be done. Mr. LundBorg also brought forth the suggestion on how to make each park ADA (Americans with Disabilities Act) compliant.
- Chairperson McKeen discussed the shelter at Doolittle Park. He would also like to order a porta-potty starting in March for a couple of months.
- Mr. LundBorg gave an update on the deck/stairs at Cedar Point Park; when construction resumes more stairways will need to be put in. There will be an additional \$3,500 - \$5,000 needed to complete the renovation. Mr. LundBorg plans on having the Sheriff's Department provide inmate labor when applicable.

New Business

- Discussion began regarding possibly amending the Bylaws to include a Treasurer position for the committee.

Chairperson McKeen has offered to write a job description for the Treasurer position. It will entail working with Ms. Aerts, Administration Office, to help ascertain what bills and/or prepaids are payed monthly. This will formulate a Treasurer's Report in lieu of the Claims for Payment and Financial Report for Funds 208, 288, and 408. The Chairperson will still sign off on all paperwork, but it will allow the Chairperson to focus on other aspects of the Parks & Recreation Commission.

Mr. Myers would feel more comfortable deciding upon this after a job description has been written. Mr. Wyns believes it would be a good idea, most boards do have a Treasurer, and it would help with the flow/direction of the meeting. Chairperson McKeen believes that this would be beneficial; adding a person to the executive area of the Commission would allow for an extra deciding vote when other members are on vacation.

- Discussion was postponed in regards to pursuing a fish stocking program at the Crystal Valley Park.


Parks Report

- **Black Lake** – none.
- **Cedar Point** – Mr. LundBorg mentioned that everything has been buttoned up for the winter and that construction will resume in the spring.
- **Crystal Valley** – Mr. Bowling mentioned a letter from EGLE in regards the Crystal Valley dam. EGLE assumes that the dam is on Oceana County property, but Mr. Bowling believes that only 1/3 of the dam is on Oceana County property, the rest is private property. There could be an issue with EGLE asking for tree removal.
- **Doolittle** – none.
- **Gales Pond** – Chairperson McKeen observed that the lot has been plowed and there were footprints headed towards the footbridge. There are three trees that will need to be removed before spring.
- **Mill Pond** – none.
- **Marshville Dam** – Mr. Wynn mentioned that he attended a productive meeting with CRA and WMSRDC last week. The stream report was quite exceptional as well.
- **Stony Lake** – none.

Public Comment

Ms. Evans spoke briefly regarding her service with WMSRDC and will be available for discussions regarding any time of environmental programs the County would like to pursue.

There being no further business, Chairperson McKeen adjourned the Oceana County Parks & Recreation Commission Meeting at 4:30 p.m. The next meeting will be March 4, 2021.

Respectfully submitted,

Jana L. Boundy
On behalf of Pete LundBorg, Secretary
Oceana County Parks & Recreation Commission