

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

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

Also present: Ms. Lynn Cavazos, Pentwater Township Supervisor; and Ms. Angela Aerts, Oceana County Administrator's Office.

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.

Approval of the Minutes of the Regular Meeting

Moved by Mr. Bowlings and seconded by Mr. Wyns to approve the minutes of the February 4, 2021 Oceana County Parks & Recreation Commission meeting as presented.

Voice vote. Motion carried.

Claims for Payment

The claims for payment are as follows:

Jons-To-Go - \$80.00

Great Lakes Energy Crystal Valley - \$39.05

Great Lakes Energy Black Lake - \$ 26.76

Moved by Mr. Mikkelsen and seconded by Mr. Warner to approve the Payment of Claims as presented.

Roll call vote: All Ayes. Motion carried.

Financial Report

- **Fund 208 Revenues & Expenditures** – as of February 28, 2021, has expenditures in the amount of \$167.89 and a Fund Balance of \$33,058.02.
- **Fund 408** – as of February 28, 2021, has an available Fund Balance of \$8,789.41.
- **Fund 288** – as of February 28, 2021, has a Year to Date Fund Balance of \$20,154. Ms. Aerts informed the Committee members that if any funds were to be used they would need to be transferred in to the specific line item.

Voice vote. Motion carried by unanimous approval with no motion actually made.

President's Report

- Chairperson McKeen met with the Shelby Rotary Club, via Zoom, to review the County Parks and to consider a grant for picnic tables. The Shelby Rotary Club has indicated that they would be more interested in spending money in Shelby Township, rather than throughout Oceana County.
- Chairperson McKeen spoke with Glen Beavis, Pentwater Service Club, to consider funding picnic tables for Cedar Point Park.
- Chairperson McKeen met with the Community Foundation for Oceana County, Youth Advisory Council (YAC), requesting an outdoors service project for 37 YAC members. YAC is looking for a project in April and will consider park cleanup, painting, etc.

- Chairperson met with County Commissioners, Phil Morse and Ron Christians, to discuss West Michigan Regional Shoreline Development Commission (WMRSDC) and their involvement with the Stony Creek project.
- Chairperson McKeen will be meeting with all of the County Commissioners, on March 11th, to review the Park & Recreation Commission projects and plans.
- Chairperson McKeen provided an update on the Knee-High Naturalists. They have started using Doolittle Park and will be holding class Mondays and Wednesdays 10:00 a.m. to noon. Mr. Routley donated 12 stumps to use as seating; Mr. Hiddema donated a fire ring, and a few individuals have plowed the snow to help with accessibility.

Old Business

- WMRSDC: Kathy Evans, reported that NOAA has agreed to fund the engineering part of the Stony Creek Restoration; the exact amount of funding will be determined later in March. NOAA wants to be the only entity working on this project and will fund everything except park improvements.
- CRA: MDNR Fisheries has accepted the grant application and details look promising for funding. If this grant becomes approved by the MDNR, it will have to be returned.
- Discussion over the proposed amendments to the Parks & Recreation Commission bylaws from February 2016. See attached amendment items.
 - §3, Item D – Vice Chair will need to be updated.
 - Mr. Mikkelsen requested that if members are to record their hours that they should turn them in on a regular basis; such as monthly.
 - Item 8, the Secretary shall act as a member of the Executive Committee of the Parks & Recreation Commission.
 - §3, Item F – Treasurer position will be added to the Parks & Recreation Commission and will help formulate the financial statements each month and act as a member of the Executive Committee.
 - §4, Item A – Meetings shall be amended to state that they will occur on the first Thursday of every month at 3:00 p.m. in the Oceana County Courthouse Board Room.

Moved by Mr. Hiddema and seconded by Mr. Warner to approve the amended bylaws by updating §3, Item D – Vice Chair; and by amending the bylaws to include wording to have members track (log) hours and turn in on a monthly basis.

Voice vote. Motion carried.

Moved by Mr. Wilsons and seconded by Mr. Myers to add §3, Item 8 in to the bylaws which will have the Secretary of the Parks & Recreation Commission act as a member of the Executive Committee.

Voice vote. Motion carried.

Moved by Mr. Mikkelsen and seconded by Mr. Bowling to add §3, Item F, in to the bylaws which would allow for a Treasurer position to the Parks & Recreation Commission, which will entitle that person to help formulate the financial statements and act as a member of the Executive Committee.

Voice vote. Motion moved.

Moved by Mr. Wilson and seconded by Mr. Lundborg to amend § 4, Item A – Meetings in the bylaws to clearly state that meetings will be held the First Thursday of Every Month at 3:00 p.m. in the Oceana County Courthouse Board Room.

Voice vote. Motion carried.

- Mr. Wilson presented an update regarding the Five Year Plan.
 - The survey has a purpose to capture what improvements/changes Oceana County residents would like to see in the County Parks. Mr. Wilson believes that with input from Oceana County residents, the complete Five Year Plan should be done by 2022.
 - Mr. McKeen mentioned that it could be beneficial to have the YAC members hand out surveys on weekends.
 - A MichiganWorks! representative has inquired as to what work could be done at/for the County Parks that individuals from the MichiganWorks! organization could do.
 - Mr. Hiddema mentioned that instead of traditional mailings, it could be beneficial to have the survey put on Facebook or on the County website.
 - Mr. Myers inquired if it would be feasible to put the survey in the local newspaper.
 - Mr. Erickson suggested using SurveyMonkey like the Community Foundation does
- Mr. LundBorg decided to hold off on discussing the Cedar Point Park lumber estimates until a clearer number from the financials could be obtained.
- Mr. McKeen mentioned that the Doolittle Park shelter has been fully funded and will be erected in late May – early June 2021.
- Mr. McKeen will have Mr. Wilson submit a grant in Mid-March to the Community Foundation to help fund the picnic table replacement program.
- Mr. Mikkelsen discussed the fish stocking program at Black Lake. Last year, 500 hybrid bluegill, 2”-5”, were stocked in Crystal Valley at a total cost of \$480; Mr. Mikkelsen would like to do the same thing for Black Lake in 2021 for the same cost.

Moved by Mr. Warner and seconded by Mr. Bowling to stock 500 hybrid bluegill in Black Lake with a cost of \$400 for the fish and \$80 for transportation in May 2021.

Roll call vote: All Ayes. Motion carried.

- Mr. Mikkelsen decided to give an update regarding refloating the aluminum dock at Stony Lake at a later date when a price could be decided upon.
- Chairperson McKeen mentioned that a park inspection will be done in late July for insurance purposes.

New Business

- Chairperson McKeen discussed the Jons-To-Go, portable restroom service contract for 2021. It has been difficult to find ADA portable restrooms. The cost has gone up this year and will be \$6,374.25 for 2021.

Moved by Mr. Mikkelsen and seconded by Mr. Wyns to accept the 2021 portable restroom quote, from Jons-To-Go, in the amount of \$6,374.25.

Roll call vote: All Ayes. Motion carried.

- The Parks & Recreation Commission bylaws, §3 Officers, calls for elections to be held at the March regular meeting, and to be put into effect on April 1st.

Moved by Mr. Bowling and seconded by Mr. Wyns to nominate Mr. Garry McKeen as Chairperson of the Parks & Recreation Commission for the 2021-2022 year, and to close nominations.

Voice vote. Motion carried.

Moved by Mr. Wyns and seconded by Mr. Bowling to nominate Mr. Joel Mikkelsen as Vice-Chair for the Parks & Recreation Commission for the 2021-2022 year, and to close nominations.

Voice vote. Motion carried.

Moved by Chairperson McKeen and seconded by Mr. Bowling to nominate Mr. Pete LundBorg as Secretary for the Parks & Recreation Commission for the 2021-2022 year, and to close nominations.

Voice vote. Motion carried.

- Chairperson McKeen requested that Parks & Recreation Commission Members should update their contact information and send it to Ms. Angela Aerts.


Parks Report

- **Black Lake** – Mr. Myers reported that the Black Lake caretakers have offered to do so again in 2021, but have also asked for a raise. Mr. Meyers feels that they are already adequately compensated and will inform them that the wages would remain the same as 2020.
- **Cedar Point** – Mr. LundBorg mentioned that the beach is in good shape and things have been quiet.
- **Crystal Valley** – Mr. Bowling informed the members that the north side of the dam has a “No Trespassing” sign on it and removing trees would be an issue. The first reservation for the pavilion has been obtained.
- **Doolittle** – Chairperson McKeen mentioned that the Knee-High Naturalists have started class there.
- **Gales Pond** – Chairperson McKeen observed that there has been a lot of foot traffic lately and some trimming will be needed on the east side.
- **Mill Pond** – Mr. Hiddema reported that it has been quiet.
- **Marshville Dam** – none.
- **Stony Lake** – Mr. Mikkelsen reported that there hasn’t been much activity.

Public Comment

Ms. Lynn Cavazos, Pentwater Township Supervisor, mentioned that if there was anything that their township could do to help, the Parks & Recreation Commission should ask. She found the meeting to be very interesting and informative.

There being no further business, Chairperson McKeen adjourned the Oceana County Parks & Recreation Commission Meeting at 4:25 p.m. The next meeting will be April 1, 2021.

Respectfully submitted,

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