

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, November 3, 2022, at 3:00 p.m.

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

Absent: None.

Also present: Ms. Jessica Long, Accounts Payable Clerk

Public Comment

There was no public comment at this time.

Approval of the November 3, 2022 Agenda

Moved by Mr. Myers and seconded by Mr. Mikkelsen to approve the November 3, 2022 agenda, as presented. Voice Vote. All ayes. Motion Carried.

Approval of the October 6, 2022 Minutes of the Regular Meeting

Moved by Mr. Warner and supported by Mr. Hiddema to approve the October 6, 2022 meeting minutes, as presented. Voice Vote. All ayes. Motion Carried.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of September 30, 2022, has a Year to Date Balance of \$23,104.76.
- **Fund 288 Revenues & Expenditures** – as of September 30, 2022, has a Year to Date Fund Balance of \$25,394.48.

Claims for Payment

Fund 208 – Parks and Recreation Commission for September 2022

Prepaid Claims - \$2,017.62
To Be Paid Claims - \$796.95

Motion made by Mr. Hiddema to approve the Fund 208 claims for payment amounting to \$2,814.57, supported by Mr. Warner.

Roll call vote: Mr. Wyns, Yes; Mr. Hiddema, Yes; Mr. Warner, Yes; Mr. Mikkelsen, Yes; Mr. Myers, Yes; Mr. Erickson, Yes; Mr. LundBorg, Yes; and Mr. McKeen, Yes; Mr. Bowling, Yes. Motion carried.

Fund 408 – Parks and Recreation Capital Projects Fund for September 2022

Prepaid Claims - \$1282.61
To Be Paid Claims - \$25.47

Motion made by Mr. Wilson to approve the Fund 408 claims for payment amounting to \$1,308.08, supported by Mr. Myers.

Roll call vote: Mr. Mikkelson, Yes; Mr. Wyns, Yes; Mr. Warner, Yes; Mr. Myers, Yes; Mr. Hiddema, Yes; Mr. LundBorg, Yes; Mr. Erickson, Yes; and Mr. McKeen, Yes; Mr. Bowling, Yes. Motion carried.

Correspondence

- Mr. Hiddema received a phone call that the shed at Crystal Valley Park was broken into. Mr. Bowling went to the park and secured the area and took out all belongings of value.
- Chairman McKeen received an email from Tracy Byard, County Administrator, regarding SPARK grants. Mr. Wilson has been researching SPARK grants. It is a one time grant that can range from \$100,000 to \$1,000,000 that is funded through ARPA funds. The SPARK grants are geared towards underserved counties.

Chairperson's Report

- The dedication of Cedar Point Park donor's plaque was held on October 22 with a successful turnout.
- Mr. Lundborg is in possession of the DeWalt batteries for the donated tool kit.

Parks Reports

- Black Lake – Mr. Myers shared that the park is closed for the season and the port-a-jons have been removed.
- Cedar Point Park – Mr. LundBorg reported that the first wedding was held at the park.
- Crystal Valley Park – Mr. Bowling reported that the life ring was thrown into the creek, and continues to be thrown into the creek. Mr. Warner stated there was a pumping issue with the dam, but was able to fix it himself and will monitor it over time.
- Doolittle Park – Chairman McKeen reported that Mr. Mikkelsen blew the leaves the park. Chairman McKeen was approached by Carrie Wilson and inquired about having a closet built inside the building to store the children's activities. Chairman McKeen recommended having the Conservation District fund that project.
- Gales Pond – Chairman McKeen stated that he and Mr. Wilson are still working on obtaining the EGLE permit.
- Mill Pond – Mr. Hiddema stated that the park is now closed.
- Stony Lake – Mr. Mikkelsen reported that he blew the leaves at the park.
- Marshville – Mr. Wyns reported that community members are still using the park to have picnics and walk around.

Old Business

- Chairman McKeen spoke about the County wide Recreation Association. A blue-print was created to show the plan for the association. There will be a public meeting held on November 21, 2022 at 6:00pm in the classroom at the County Services Building.
- Chairman McKeen stated that the Black Lake electrical project is now complete, and the total came to \$11,402.

- Mr. Wyns spoke about the Stony Creek Dam meeting. Mr. Wyns stated that the meeting was very successful and the public asked many questions. The biggest concern of the public was that sediment would drift into the lake, but the engineers and biologist were able to answer their questions and ease their worries.
- Mr. Wilson and Mr. Hiddema spoke about the ADA reports. A handout was given to the commissioners to show a universal design for ADA compliant structures.
- Chairman McKeen gave an update on the 5-year plan. There is a public meeting for the county on December 1, 2022 at the County Services Building at 6:30pm.
- Chairman McKeen stated that the Board of Commissioners will be acting on the Crystal Valley Dam at their November 10th meeting.
- Chairman McKeen discussed the Black Lake site usage layout. Mr. Mikkelsen illustrated the three different possible locations for the pavilion to be placed. After much discussion, it was most favorable to place it near the playground and site number 14.

New Business

- Chairman McKeen spoke about finding a new campground host at Black Lake Campground. A handout with the job description and compensation was given to all the commissioners.
- Chairman McKeen informed the commissioners that a grant application was submitted to the Community Foundation for two new metal benches for Gales Pond.
- Chairman McKeen stated that Mr. Bowling express to him that he will not be returning to the board next year. There are a few people in the area that are interested in applying for Mr. Bowling's position.
- Mr. Hiddema expressed that he is interested in being reappointed for his seat in 2023.

Motion made by Mr. Mikkelsen to request to the Board of Commissioners that Mr. Hiddema be reappointed for another 3-year term on the Parks and Recreation board, supported by Mr. Wilson. Voice Vote. All ayes. Motion Carried.

- Mr. Wyns presented a financial report that he created for the money that has been spent at Black Lake. He compared the daily, weekly, monthly, and seasonal rates to surrounding counties' comparable parks. Mr. Wyns recommended restructuring how fees are established (i.e., staying six nights and getting the seventh night for free). Mr. Wyns also recommended discussing whether or not having seasonal sites are best for the campground, financially. Chairman McKeen stated that the discussion will pick up at the next meeting.

Public Comment

There was no public comment.

There being no further business, Chairperson McKeen requested a motion to adjourn.

Moved by Mr. Wilson and seconded by Mr. Myers to adjourn the meeting of the Parks and Recreation Commission at 4:49 p.m. Voice vote. All ayes. Motion carried.

The next meeting will be held December 1, 2022 at 3:00pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Long', with a long horizontal flourish extending to the right.

Jessica M. Long
On behalf of Pete LundBorg, Secretary
Oceana County Parks & Recreation Commission