

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, December 1, 2022, at 3:02 p.m.

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

Absent: Mr. Hiddema, Mr. Bowling, Mr. Warner

Also present: Ms. Jessica Long, Accounts Payable Clerk, Adam Chandler

Public Comment

Chairman McKeen introduced Mr. Adam Chandler. Mr. Chandler submitted his application to fill an open seat on the Parks and Recreation Committee for Crystal Valley. Mr. Chandler has been working as a Conservation Technician at the Conservation District for the last 7 years and resides in Crystal Valley Township. Mr. Chandler explained his passion for educating both adults and children about nature. Mr. Wyns stated that he observed one of Mr. Chandler's education classes, and was impressed.

Approval of the November 3, 2022 Agenda

Chairman McKeen added to discuss an invoice from West Michigan Disability Network. Mr. Mikkelsen requested to add the discussion of a storage solution for Doolittle Park and steel rods for Mr. LundBorg.

Approval of the November 3, 2022 Minutes of the Regular Meeting

Moved by Mr. Wyns and supported by Mr. Wilson to approve the November 3, 2022 meeting minutes, as presented. Voice Vote. All ayes. Motion Carried.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of October 31, 2022, has a Year to Date Balance of \$21,787.19.
- **Fund 288 Revenues & Expenditures** – as of October 31, 2022, has a Year to Date Fund Balance of \$25,461.90.
- **Fund 208 Revenues & Expenditures** – as of October 31, 2022, has a Year to Date Fund Balance of \$27,025.99.

Claims for Payment

Fund 208 – Parks and Recreation Commission for September 2022

Prepaid Claims - \$2,313.61

To Be Paid Claims - \$692.91

Chairman McKeen stated that the Rivers Ace invoice in the amount of \$13.48 should be listed on the 408 fund claims for payment. The invoice balance was subtracted from the 208 fund claims for payment.

Mr. Mikkelsen stated that he believes the invoice from Son's Disposal is too high, and that we should be billed quarterly rather than monthly.

Motion made by Mr. Mikkelsen to approve the Fund 208 claims for payment amounting to \$3,006.52, supported by Mr. Erickson.

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

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

Prepaid Claims - \$0.00

To Be Paid Claims - \$834.79

The invoice balance of \$13.48 from Rivers Ace was added to the balance of the 408 fund claims for payment.

Motion made by Mr. Myers to approve the Fund 408 claims for payment amounting to \$834.79, supported by Mr. Erickson.

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

Chairman McKeen informed the committee that he received an invoice from West Michigan Disability Network in the amount of \$2,925.00. Mr. Wilson stated that the contract is for \$3,900, which is 60 hours of work. To date, the committee has used 45 of the 60 hours.

Motion made by Mr. Wilson to approve the payment of the West Michigan Disability Network in the amount of \$2,925.00 for work on the ADA project, supported by Mr. Mikkelsen.

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

Correspondence

- Chairman McKeen received a phone call from Mr. Wyns regarding an abandoned pickup truck at Marshville Dam. After working with the Sheriff's Office for four days, the vehicle was removed on the advice of the Sheriff's Department.
- Chairman McKeen received a text message from Alice Johnson that there was a tent camper at Black Lake. Chairman McKeen stated that he did not take any action, as there are no camping signs posted in the park and he did not want to bother the Sheriff since they are short staffed.

Chairperson's Report

- Chairman McKeen attended a number of board meetings throughout the month, including the Oceana Rec Organizing meeting and the Stony Creek Engineering meeting.
- Chairman McKeen informed the Committee of a grant from CRA for \$625,000 from America the Beautiful for Stony Creek channel work.

- Chairman McKeen informed the Committee of a grant from CRA for \$115,000 from GLFT for an access boardwalk at Stony Creek.

Parks Reports

- Black Lake – Mr. Myers stated that there is nothing to report.
- Cedar Point Park – Mr. LundBorg stated that he and Mr. Mikkelsen started working on the observation deck.
- Crystal Valley Park – Chairman McKeen stated that Mr. Bowling did not have anything to report.
- Doolittle Park – Chairman McKeen stated that there is nothing to report.
- Gales Pond – Chairman McKeen stated that the deck was blown off.
- Mill Pond – Chairman McKeen stated that he has not heard anything from Mr. Hiddema regarding Mill Pond.
- Stony Lake – Mr. Mikkelsen reported that a dock floated in from somewhere, but a few days later it was gone.
- Marshville – Mr. Wyns reported that there was a large branch that fell on a picnic table that he will be cutting up in the next couple of weeks.

Old Business

- Chairman McKeen spoke about the County wide Recreation Association meeting on November 21st. All of the recreation programs were represented at the meeting and were able to speak. Chairman McKeen stated that there are many steps that need to happen, including funding.
- Chairman McKeen stated that there is a public meeting being held later that evening, December 1st at 6:00pm at the County Services Building.
- Chairman McKeen stated that, for the Stony Creek restoration, the goal is to complete the entire project at once. In the spring, the hope is to start accepting bids for the work.
- Chairman McKeen stated that the Board of Commissioners discussed the Crystal Creek. The Crystal Valley Township supervisor suggested sheet piling the length of the dam, and was working to obtain pricing for that project. Chairman McKeen stated that the EGLE Dam Safety Unit has created a grant for repair of dams. A pre-application has been submitted, and the committee should have an answer by December 12, 2022.
- Chairman McKeen informed the Committee that he has requested a creation of an additional fund to add money into for regular dam maintenance.
- Mr. Mikkelsen suggested purchasing a metal shipping container for storage at Doolittle Park. The shipping containers are 30 feet long. Mr. Mikkelsen suggested cutting 8ft-10ft off of the end and enclose the open ends, creating two separate storage buildings – one for Doolittle Park and one for Parks storage at a location to be determined.
- Mr. Wyns identified the revenue and expenses for Black Lake throughout 2022. Previously, it has been discussed to raise the rate for seasonal campers. Mr. Wyns recommended that the weekly and seasonal rates be reviewed and possibly raised. Mr. Myers recommended

that wireless internet through Great Lakes Energy TrueStream should be considered to add an incentive to the campers when raising the rates.

- Chairman McKeen is still in search for a person to fill the spot as the Campground Host at Black Lake.
- Mr. Erickson spoke to the MSU Extension regarding the placement of the Pavilion at Black Lake and was informed that it would be \$3,000-\$4,000 for MSU to create a report for the ideal placement of the pavilion. The committee discussed the benefit of hiring an architect to plan the pavilion placement.
- Chairman McKeen discussed the application for the SPARK grant. The first round of applications is due around December 12th, 2022. Mr. Wilson suggested continuing with application preparation so it is ready to submit when the second and third rounds open.

New Business

- Mr. Mikkelsen brought to attention that the previous meeting did not set the 2023 schedule of meetings.

Motion made by Mr. Mikkelsen to approve the 2023 meeting schedule consisting of the first Thursday of every month at 3:00pm with the exception of January and July.

Motion withdrawn by Mr. Mikkelsen.

Motion made by Mr. Mikkelsen to approve the 2023 meeting schedule consisting of the first Thursday of every month at 3:00pm with the exception of July, supported by Mr. Erickson.

Chairman McKeen stated that he will be creating an agenda for the January meeting the solely consists of the placement of the pavilion at Black Lake.

- Chairman McKeen asked the committee if they would like to vote on accepting Mr. Adam Chandler's application for a seat on the committee with Mr. Chandler present.

Motion made by Mr. Mikkelsen to recommend to the Board of Commissioners that Mr. Chandler be appointed to the Parks and Recreation Committee, supported by Mr. Wyns. Voice Vote. All ayes. Motion Carried.

- Mr. Mikkelsen found 10-20 steel posts that are roughly 16ft-18ft long at the salvage yard. Mr. Mikkelsen requested permission to purchase up to \$100 of the steel rods for the Park Committee's use.

Motion made by Mr. Mikkelsen to purchase up to \$100 worth of steel posts from Oceana Auto, supported by Mr. Myers.

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

Public Comment

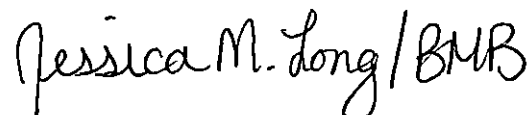
Mrs. Jessica Long stated that a journal entry was completed to pay the Rivers Ace invoice in the amount of \$13.48 out of the 408 fund, rather than the 208 fund. Mrs. Jessica Long also stated

that, per the invoice and payment history, the parks have been paying Son's Disposal monthly, not quarterly.

There being no further business, Chairperson McKeen adjourned the Oceana County Parks and Recreation Commission meeting at 4:55pm.

The next meeting will be held January 5, 2023 at 3:00pm.

Respectfully submitted,



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