

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, April 6th, 2023, at 3:02 pm.

Present: Chairperson McKeen, Mr. Spitler, Mr. Wyns, Mr. Mikkelsen, Mr. LundBorg, Mr. Erickson, Mr. Wilson, Mr. Hiddema, and Mr. Chandler.

Absent: Mr. Warner

Also present: Ms. Brittany Bostrom, Accounts Payable Clerk, and Mr. Hyslop, Crystal Township Supervisor

Approval of the April 6, 2023 Agenda

Moved by Mr. Hiddema and supported by Mr. Chandler to approve the April 6, 2023 meeting agenda, as presented. Voice Vote. All ayes. Motion Carried.

Public Comment

Mr. Hyslop, Crystal Township Supervisor, requested the stain be purchased for Crystal Valley Park Pavilion, and he would donate his time to stain the pavilion. Chairman McKeen asked to bring this up during the other discussion about Crystal Valley under New Business.

Approval of the March 2, 2023, Minutes of the Regular Meeting

Moved by Mr. Wyns and supported by Mr. Wilson to approve the March 2, 2023 minutes with the amendment of correcting Mr. Myers to Mr. McKeen under the Parks Reports and clarifying the Stony Lake Project under New Business. Voice Vote. All ayes. Motion Carried.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of February 28, 2023, has a Year to Date Balance of \$20,865.57.
- **Fund 288 Revenues & Expenditures** – as of November 30, 2022, has a Year to Date Fund Balance of \$25,823.49.
- **Fund 208 Revenues & Expenditures** – as of November 30, 2022, has a Year to Date Fund Balance of \$58,855.83.

Motion made by Mr. Wilson to accept the Revenues & Expenditures as presented, supported by Mr. Spitler. Voice vote. All ayes. Motion carried.

Claims for Payment

Fund 208 – Parks and Recreation Commission for March 2023

Prepaid Claims - \$571.06
To Be Paid Claims - \$0.00

Motion made by Mr. Mikkelsen to approve the Fund 208 claims for payment amounting to \$571.06, supported by Mr. Wilson.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried.

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

Prepaid Claims - \$130.40
To Be Paid Claims - \$52.34

Motion made by Mr. Hiddema to approve the Fund 408 claims for payment amounting to \$182.74, supported by Mr. Chandler.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried.

Correspondence

- Chairman McKeen has been in contact with Dixie Bermudex, rent fun/get demo, and she could not attend the April 6th, 2023, meeting via Zoom. Hopefully, there will be a Zoom meeting with Dixie for the May 4th, 2023 meeting.
- David Schultz, Schultz Engineering Montague, would like to inspect Gales Pond Dam for a fee. John Warner from the Drain Commission would recommend waiting for EGLE to inspect the Dam. EGLE does not charge for the inspection.
- Alice Johnson would like to return to Black Lake, get the camp open, and then have someone take it over. Chairman McKeen to contact Jim Meitner on his interest in Black Lake and report back at the May 4th, 2023 meeting.

Chairperson's Report

- Chairman McKeen set up a meeting with Jonna Tenhove, Juvenile Probation Officer, through Oceana Family Court. A discussion was had on setting up a group of kids to help clean up parks.
- Chairman McKeen met with Rob Draper, Golden Township Zoning Administrator, regarding approval to build the pavilion at Cedar Point. Dave Fox stated the excavator for the project is ready to move dirt. The contractor Harbor Design is estimating to have the pavilion built in 3 to 4 days.
- Mr. Erickson, Mr. McKeen, Mr. Hyslop, and Rich Pugsley from Friends of the Pentwater River Shed. Met with Kevin Mann, Sea Lamprey Biologist with USFWS, regarding the Crystal Creek Dam. A discussion was had on Mr. Mann potentially procuring funding to repair the Dam and putting in an additional barrier to prevent Sea Lamprey from entering the pond.
- Chairman McKeen received a call from Kari Wilson, Educator for the Conservation District. A discussion was had about Doolittle Park and the vandalism that has been happening. Sheriff's office has been informed of the situation. Chairman McKeen

talked with Ken Prince. He owns 30 acres West of Doolittle and will help keep an eye on Doolittle Park.

- Chairman McKeen texted Mr. Mikkelsen regarding the use of Progressions for park maintenance. Mr. Mikkelsen reported back that we would not be able to use Progressions for park maintenance.

Parks Reports

- Black Lake – nothing to report by Mr. Spitler.
- Cedar Point Park – Mr. LundBorg provided an update on the decking and walkways and is looking for volunteers to carry the lumber. Mr. LundBorg also produced plans for the picnic area to include the donated shelter and is responding to a request for more funding.
- Crystal Valley Park – Mr. Chandler addressed vandalism issues and adding additional lighting.
- Doolittle – Chairman McKeen addressed the vandalism issue.
- Gale's Pond – Mr. Mikkelsen stated he started putting the new Trex boards down for the boardwalk.
- Mill Pond – nothing to report by Mr. Hiddema
- Marshville Dam – Mr. Wyns stated permission was given to the road commission to order the timber bridge. Now just waiting on funding that is being held up due to no fault of our own.
- Stony Lake – nothing to report by Mr. Mikkelsen

Old Business

- Pam Blough of PM Blough presented the Parks & Recreation Commission with an updated preliminary Master Plan. Ms. Blough handed out an initial design and a summary of the March 2, 2023, meeting and discussed the plans with the Parks & Recreation Commission. Discussion ensued over everyone's thoughts on the design. This will be further discussed at the next meeting on May 4th, 2023, with a plan to welcome Pam Blough back for the June 1st, 2023, meeting.
- Updates
 - The permit from EGLE was received for Gales Pond to remove the East side boardwalk.
- The Cedar Point walkway needs to be removed, and Chairman McKeen discussed asking Dave Fox to do the work.
- A discussion was had on the camping rates at Black Lake, and no longer doing the free nights stay on your 7th night. Chairman McKeen and Mr. Wyns to schedule a sit down with Tracy Byrad and Stacey Becker to discuss financials. Voting for this change will occur at the next meeting on May 4th, 2023.

New Business

- Mr. Chandler met with Blackmer Electric to acquire a quote to upgrade the lights at Crystal Valley. Blackmer Electric would install new LED lights (8) under the pavilion with a

motion sensor and, outside the building, two flood lights with motion sensors. The quote from Blackmer Electric was \$ 1,775.00. This will bring the total number of lights at the Crystal Valley pavilion to 10. Mr. Hyslop offered to donate a sheet of Lexan to use for protection over the new lighting to protect them from vandalism.

Motion made by Mr. Chandler to authorize the expenditure of \$ 1,775.00 to Blackmer Electric per contract for upgrading the lighting at Crystal Valley, supported by Mr. Erickson.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried.

- Mr. Chandler stated that Howard Gardner provides lawn care at Crystal Valley. Mr. Gardner is in the 3rd year of a 3-year contract. Mr. Chandler talked with Mr. Gardner about doing a storm clean-up, and Mr. Gardner quoted him \$100.00. This would be in addition to his usual \$100.00 fee for Spring clean-up.

Motion made by Mr. Chandler to authorize the expenditure of \$200.00 to Howard Gardner for Spring and storm clean-up at Crystal Valley, supported by Mr. Erickson.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried.

- Mr. Hyslop would like the Parks and Recreation Commission to approve the expenditure of \$200.00 to purchase stain and brushes to stain the Crystal Valley pavilion. Mr. Hyslop is willing to donate his time to do this project.

Motion made by Mr. Chandler to authorize the expenditure to not exceed \$200.00 for stain and paint brushes to stain Crystal Valley pavilion, supported by Mr. Spitler.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried

- Chairman McKeen would like to purchase 6-8 x 14 signs for Cedar Point Park that state the Park Boundary and No Vehicles from F & J Signs.

Motion made by Mr. Erickson to authorize the expenditure of \$108.00 to F & J Signs for new signage, supported by Mr. Hiddema.

Roll call vote: Mr. Wyns, Yes; Mr. Spitler, Yes; Mr. Wilson, Yes, Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Mikkelsen, Yes; Mr. Erickson, Yes; Mr. Lundborg, Yes; Chairman McKeen, Yes. Motion carried

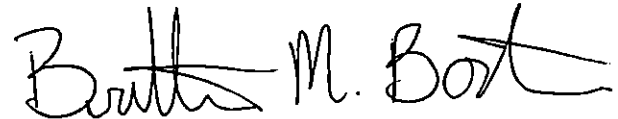
Public Comment

No public comment at this time.

There being no further business, Chairperson McKeen adjourned the meeting of the Parks & Recreation Commission at 5:01 pm.

The next meeting will be held on May 4, 2023, at 3:00 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brittany M. Bostrom". The signature is fluid and cursive, with the first name being the most prominent.

Brittany Bostrom
On behalf of Pete LundBorg, Secretary
Oceana County Parks & Recreation Commission