

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, June 1, 2023, at 3:01 pm.

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

Absent: Mr. Wilson, Mr. Warner, and Mr. Wyns.

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

### **Approval of the June 1, 2023 Agenda**

*Moved by Mr. Hiddema and supported by Mr. Chandler to approve the June 1, 2023, meeting agenda, as presented. Voice Vote. All ayes. Motion carried.*

### **Public Comment**

No Public Comment at this time.

### **Approval of the May 4, 2023, Minutes of the Regular Meeting**

*Moved by Mr. Mikkelsen and supported by Mr. Spitler to approve the May 4, 2023, minutes as presented. Voice Vote. All ayes. Motion Carried.*

### **Financial Report**

- **Fund 408 Revenues & Expenditures** – as of April 30, 2023, has a Year to Date Balance of \$20,551.93.
- **Fund 288 Revenues & Expenditures** – as of April 30, 2023, has a Year to Date Fund Balance of \$26,035.50.
- **Fund 208 Revenues & Expenditures** – as of April 30, 2023, has a Year to Date Fund Balance of \$53,179.54.

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

### **Claims for Payment**

#### **Fund 208 – Parks and Recreation Commission for May 2023**

Prepaid Claims - \$6,560.44

To Be Paid Claims - \$0.00

*Motion made by Mr. Mikkelsen to approve the Fund 208 claims for payment amounting to \$6,560.44 supported by Mr. Hiddema.*

*Roll call vote: Mr. Spitler, 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 May 2023

Prepaid Claims - \$123.25  
To Be Paid Claims - \$0.00

*Motion made by Mr. Mikkelsen to approve the Fund 408 claims for payment amounting to \$123.25, supported by Mr. Spitler.*

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

**Correspondence**

- Chairman McKeen received a phone call from a concerned citizen regarding Crystal Valley Park. They stated that there was trash piling up and that the electrical outlets in the shelter were not working. Mr. McKeen brought this to Mr. Chandler's attention so he could address it.
- Chairman McKeen texted with Tammy Carey of the Oceana Community Foundation regarding the parks grant. The foundation gave \$3,000.00 for the purchase of tables and benches. Specifically, two ADA tables are to be used for Cedar Point Park.
- The EGLE permit was granted for the Marshville Dam/Stony Creek restoration project. The permit was signed and returned to EGLE for final signatures.

**Chairperson's Report**

- Chairman McKeen attended the Crystal Township meeting to make the board aware of the continued vandalism at the park. One of the citizens requested that the neighbors frequent the park more often to help with the ongoing vandalism issue.
- Check received from Great Lakes Energy Peoples Fund for \$1717.00 to purchase three ADA picnic tables that can be placed at any of the County Parks.
- Attended two ORC meetings, the Benona Township meeting and the MTA meeting in Elbridge Township.
  - MTA meeting at Elbridge Township discussed in detail the Shelby blight ordinance that has been adopted. A document with full details can be found on Shelby's website.

**Parks Reports**

- Black Lake – Mr. Spitler reported that about half of the seasonal campers have paid, and the rest will be paid sometime in July 2023. Mr. Spitler noted that one of the picnic tables needs to be replaced. The table will be replaced with one of the five that Mr. Mikkelsen has been storing. Alice reported that the second well test was done.

*Motion made by Mr. Spitler to authorize the expenditure of \$550.66 to Alice Johnson for mileage reimbursement and hours for May 2023, supported by Mr. Mikkelsen.*

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

- Cedar Point Park – Mr. LundBorg reported that he met with Dave Fox; he will be doing some work out there in a few weeks. Mr. Mikkelsen will take a few of the steps that are to be removed from Cedar Point Park. Mr. LundBorg reported that attendance is picking up with the nice weather. He plans on getting the elevated walkway done, hoping to have that completed by June 18, 2023.
- Crystal Valley Park – Mr. Chandler reported on the concerns with the trash and that a birthday party ended up overflowing the trash can. Mr. Chandler asked Howard's Lawn Care to start emptying the garbage at Crystal Valley Park. Mr. Chandler stated the electrical outlets at the pavilion are no longer working. He will contact Blackmer Electric to have them come out and see why they are not in working order. Mr. Hyslop created a new protection cage over the motion detector; however, the motion detector is broken and needs to be replaced. Mr. Chandler, Mr. Hyslop, and Mr. Erickson are all making rounds to Crystal Valley Park to help ward off the ongoing vandalism issue.

*Motion made by Mr. Chandler to authorize the expenditure of \$20.00 per month to Howard's Lawn Care for trash service through October of 2023 at Crystal Valley Park, supported by Mr. Erickson.*

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

*Motion made by Mr. Erickson to authorize the additional payment of \$58.10 to Mr. Hyslop for the purchase of supplies for the Pavilion at Crystal Valley Park, supported by Mr. Mikkelsen.*

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

- Doolittle – Chairman McKeen reported a couple of programs coming up with the conservation district, one in June that entails the pond.
- Gale's Pond – Mr. Mikkelsen reported no further progress has been made at this time. The walkway is safe to walk on at this time. Blackmer Electric still needs to make it out to work on the East side.
- Mill Pond – Mr. Hiddema reported he found a Ferry resident to do the mowing. Mr. Hiddema reported that the vandalism at Mill Pond has subsided.
- Marshville Dam – nothing to report by Chairman McKeen.
- Stony Lake – Mr. Mikkelsen reported that he was able to get the mowing done, and Memorial Day was a very busy weekend; the boat launch got a lot of use. Chairman McKeen reported that he was approached by Larry Porter, and his uncle Vinny Porter donated the park to the township in 1927. Larry Porter would like to see his uncle's name put back on the sign.

### **Old Business**

- Great Lakes Energy installed the light out at Crystal Valley Park.

- Pam Blough of PM Blough presented the Parks & Recreation Commission with the adjusted drawings, including not expanding the campground and utilizing the park for day use. Ms. Blough suggested focusing on the parking, pavilion, and signage to acknowledge the day-use option. Discussion ensued on the revised Black Lake Park Preliminary Master Plan, with a plan to welcome Pam Blough back on August 3, 2023, Parks & Recreation Meeting.
- Chairman McKeen and Mr. Mikkelsen will go out to Lutheran Brotherhood Bridge at Gales Pond and assess the damage to determine the amount needed to be spent to repair it.

*Motion made by Mr. Mikkelsen to authorize the expenditure of \$750.00 to extend the Lutheran Brotherhood Bridge, supported by Mr. Erickson.*

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

- Updates:
  - Parks Five Year Plan - looking at doing some additional mapping for the county, hopefully by the year-end.
  - Stony Creek Restoration – nothing additional to report besides the EGLE permit was approved and sent in for final signatures.
  - Crystal Creek Dam – Mr. Erickson spoke with J.E Tiffany and Sons, LLC regarding Crystal Valley Dam Engineering.
  - ADA Parks Report – Mr. Wilson would like an additional three hours approved for the Network Disability Network.

*Motion made by Mr. Hiddema to authorize three additional hours at \$65.00 an hour to Network Disability Network, supported by Mr. Chandler.*

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

### **New Business**

- Mr. Hyslop reported on his and Mr. Wilson's progress with applying for the Spark Grant for Crystal Valley Park. The public hearing is set for June 5, 2023. June 26, 2023, everything has to be submitted to the state.
- Chairman McKeen will be doing work with the local GRANGE group at Gale's Pond. He would like a motion to purchase wood chips for the pathways at Gale's Pond.

*Motion made by Mr. Erickson to authorize the expenditure not to exceed \$200.00 for the purchase of wood chips at Gale's Pond, supported by Mr. Mikkelsen.*

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

- Chairman McKeen discussed the current benches at Gale's Pond Boardwalk. He stated they are not in very good shape. He would like to replace them in the near future with three ADA park benches.

- Chairman McKeen discussed suspending the Parks & Recreation meeting in July 2023.

*Motion made by Mr. Mikkelsen to suspend the July 6, 2023, Parks & Recreation meeting, supported by Mr. Hiddema.*

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

- Chairman McKeen discussed creating a program for people to adopt a County Park. This program would hopefully get the community interested in volunteering to help clean up our County Parks.

**Public Comment**

No public comment at this time.

There being no further business, Chairperson McKeen adjourned the meeting of the Parks & Recreation Commission at 4:59 pm.

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

Respectfully submitted,

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