

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, August 3, 2023, at 3:00 pm.

Present: Chairperson McKeen, Mr. Spitler, Mr. Erickson, Mr. Hiddema, Mr. Warner, Mr. Wyns, and Mr. Chandler arrived at 3:04 pm.

Absent: Mr. LundBorg, Mr. Mikkelsen, and Mr. Wilson.

Also present: Mr. Stephen Carlson from West Michigan Shoreline Regional Development Commission, and Ms. Brittany Bostrom, Accounts Payable Clerk

### **Approval of the August 3, 2023 Agenda**

*Moved by Mr. Spitler and supported by Mr. Hiddema to approve the August 3, 2023, meeting agenda, as amended. Voice Vote. All ayes. Motion carried.*

### **Public Comment**

No Public Comment at this time.

### **Approval of the June 1, 2023, Minutes of the Regular Meeting**

*Moved by Mr. Spitler and supported by Mr. Hiddema to approve the June 1, 2023, minutes as presented. Voice Vote. All ayes. Motion Carried.*

### **Financial Report**

- **Fund 408 Revenues & Expenditures** – as of June 30, 2023, has a Year to Date Balance of \$20,081.83.
- **Fund 288 Revenues & Expenditures** – as of June 30, 2023, has a Year to Date Fund Balance of \$26,260.40.
- **Fund 208 Revenues & Expenditures** – as of June 30, 2023, has a Year to Date Fund Balance of \$49,769.28.

*Motion made by Mr. Warner 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 June/July 2023**

Prepaid Claims - \$9,561.07

To Be Paid Claims - \$0.00

*Motion made by Mr. Hiddema to approve the Fund 208 claims for payment amounting to \$9,561.07 supported by Mr. Warner.*

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

Fund 408 – Parks and Recreation Capital Projects Fund for June/July 2023

Prepaid Claims - \$310.88  
To Be Paid Claims - \$0.00

*Motion made by Mr. Chandler to approve the Fund 408 claims for payment amounting to \$310.88, supported by Mr. Warner.*

*Roll call vote: Mr. Spittler, Yes; Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Erickson, Yes; Mr. Wyns, Yes; Mr. Warner, Yes; Chairman McKeen, Yes. Motion carried.*

Stephen Carlson from WMSRSDC

- Stephen Carlson From West Michigan Shoreline Regional Development Commission discussed the Parks and Recreation 5-year plan.
- Mr. Carlson presented the Commissioners with a proposed completion schedule for Oceana County Recreation Plan completion schedule 2023-2024.
- Mr. Carlson would like to put the recreation survey back into circulation to get additional feedback.
- Discussion ensued on the Recreation Plan portion of the Master Plan. Mr. Carlson will attend the September 7, 2023, Parks & Recreation Commission meeting. Completion of the Recreation Plan on February 1, 2023.

Correspondence

- Discussion ensued on the low water level at Gale's pond.

Chairperson's Report

- Alice and Brian Johnson had to resign, and the new campground hosts are Gene and Diane Redding. Discussion ensued on Gene and Diane Redding to be paid monthly for one mowing and 2 hours per week at \$14.00 an hour.
- Discussion ensued about allowing Alice and Brian Johnson to stay the remaining 2023 camping season at Black Lake for no cost. All present board members agreed to allow this arrangement.

Parks Reports

- Black Lake – P.M. Blough will attend the Parks and Recreation meeting on September 7, 2023. Mr. McKeen would like to get bids to remove the white pine at Black Lake.
- Cedar Point Park – Mr. LundBorg provided the proposal for the park. Eight picnic tables will be put in the park. The new shelter is up, and the concrete floor should be installed shortly.
- Crystal Valley Park – Mr. Chandler reported that the motion light was replaced. The Port a Jon that was tipped over has been taken care of. Mr. Chandler mentioned how much Lee Hyslop has helped out at Crystal Valley Park. Discussion ensued on the vandalism issues and updates.

- Doolittle – Chairman McKeen reported that he blew the leaves off the floor and still needs to get the leaves off of the roof.
- Gale's Pond – Mr. McKeen stated that Mr. Mikkelsen had worked on the Lutheran Bridge.
- Mill Pond – Mr. Hiddema reported that the township has a tractor and will help remove the concrete chunk. He also made mention that new trash cans will be needed next year.
- Marshville Dam – Mr. Wyns reported that eight contractors showed up to walk the dam to submit their bids possibly. Bids have to be submitted by August 14, 2023, with an April 1, 2024, construction start date. Discussion ensued on the dam and the construction project.
- Stony Lake – Mr. McKeen reported that Mr. Mikkelsen didn't report anything new. There is some mowing that needs to be completed. Discussion ensued about the problems with the boat ramp.

### Old Business

- John Wilson and his wife installed three new picnic tables at Cedar Point. Additional tables are expected later in August. These tables result from grants from Oceana Community Foundation and the Great Lakes Energy People's Fund.
- Updates:
  - Crystal Creek Dam – Mr. Erickson reported the approval of J.E Tiffany and Sons, LLC by the Board of Commissioners for reengineering the dam.

### New Business

- The Oceana County Airport has a 20 x 20 area to store equipment and supplies for the Parks & Recreation Commission.
- Discussion ensued on the 2024 budget. Mr. McKeen will report back at the September 7, 2023, Parks & Recreation Board meeting with his numbers for the 2024 budget.
- Chairman McKeen stated that two new lifesaving rings need to be purchased for Crystal Valley.

*Motion made by Mr. Erickson to purchase two lifesaving rings from Amazon to be at most \$200.00 supported by Mr. Warner.*

*Roll call vote: Mr. Spitler, Yes; Mr. Hiddema, Yes; Mr. Chandler, Yes; Mr. Erickson, Yes; Mr. Wyns, Yes; Mr. Warner, 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 4:59 pm.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brittany Bostrom". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

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