

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, September 7, 2023, at 3:00 pm.

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

Also present: Mr. Stephen Carlson, West Michigan Shoreline Regional District Consortium (WMSRDC), and Ms. Brittany Bostrom, Accounts Payable Clerk.

Mr. Joel Mikkelson presented Mr. Pete LundBorg with a plaque in honor of how many hours he has donated to the Parks & Recreation Commission's stairway endeavor at Cedar Point Park.

Mr. Mikkelson also brought forth attention to the Trails magazine and was proud to announce that the Hart-Montague Rail Trail was the first Trail in Michigan and that there was a brief article in the magazine, on page 77.

Approval of the September 7, 2023 Agenda

Moved by Mr. Mikkelson and supported by Mr. Chandler to approve the September 7, 2023, meeting agenda as amended. Voice vote - all ayes. Motion carried.

Public Comment

There was no public comment at this time.

Mr. Stephen Carlson from WMSRSDC

Mr. Stephen Carlson, West Michigan Shoreline Regional District Consortium (WMSRDC), began discussion regarding the Parks & Recreation Commission 5-year plan. Mr. Carlson mentioned the recreation survey, which was put back into circulation to get additional feedback, from several different online sources. Mr. Carlson suggested leaving the survey open until the next month's meeting to see if any other feedback comes through. Mr. Erickson offered to publish the survey in the *Oceana Echo* at no cost. Discussion ensued regarding how to get more feedback from a wider targeted population regarding the recreation survey.

Approval of the August 3, 2023, Minutes of the Regular Meeting

Moved by Mr. Spitler and supported by Mr. Warner to approve the August 3, 2023, minutes as amended. Voice vote - all ayes. Motion Carried.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$9,008.40; Expenditures were \$1,285.59; with a Fund Balance of \$27,804.64.
- **Fund 288 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$116.87; Expenditures were \$0.00; with a Fund Balance of \$26,377.27.
- **Fund 208 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$2,056.28; Expenditures were \$2,517.53; with a Fund Balance of \$49,308.03.

Motion made by Mr. Hiddema and supported by Mr. Warner, to accept the Financial Report Revenues & Expenditures as presented. Voice vote - all ayes. Motion carried.

Claims for Payment**Fund 208 – Parks & Recreation Commission for August 2023**

Prepaid Claims - \$1,897.89

To Be Paid Claims - \$0.00

Moved by Mr. Mikkelson and supported by Mr. Hiddema to approve the Fund 208 Claims for Payment in the amount of \$1,897.89.

Roll call vote: Mr. Mikkelson – yes; Mr. Hiddema – yes; Mr. Chandler – yes; Mr. Erickson – yes; Mr. Wyns – yes; Mr. Warner – yes; Mr. LundBorg – yes; Mr. Wilson – yes; Mr. Spitler – yes; and Chairman McKeen – yes. Motion carried.

Fund 408 – Parks & Recreation Capital Projects Fund for August 2023

Prepaid Claims - \$0.00

To Be Paid Claims - \$0.00

Correspondence

- Email from a concerned citizen regarding Woolly Bully Aphids in the Beech Trees at Doolittle Park; the aphids should be gone with the first frost.
- Phone conversation with Mr. Rob Splaine, City of Hart Manager, regarding the Recreation Club interest.
- Phone conversation with Ms. Pam Blough, P.M. Blough, who was unable to attend the meeting for personal reasons, but will be present for the October Parks & Recreation Commission Meeting.
- Letter from Ms. Michelle Martin, Oceana County Drain Commissioner, regarding the withdrawal of the Drain Commissioner's Office in respects to Crystal Creek Dam inspections.
- 5-year Inspection report from EGLE, via DHD #10, for Black Lake Campground received.
- Text messages from concerned campers, at Black Lake, regarding loud truck exhaust on Sunday evening at 8:30 p.m.; campground hosts whereabouts unknown.

Chairperson's Report

- Attended the bid opening at WMRSDC Muskegon Office for the Stony Creek Restoration.
- Attended one Oceana Road Commission Meeting and the Benona Township Meeting.
- Met with Blackmer Construction to review upcoming work on Gale's Pond east walkway.
- Reached out to Ms. Suzie Knoll and Ms. Tammy Carey for support of the Parks & Recreation 5-year plan.
- Wrote a letter of support for the Pentwater-Hart Trail Committee grant application.
- Visited all of the County Parks, several times, for cleanup.
- Submitted the 2024 Parks & Recreation Commission Budget.
- Letter of Support for the Village of Shelby seeking a grant.
- Attended the DEI workshop meeting for Oceana County Community Foundation.

Parks Reports

- Black Lake – Tom, Custom Tree Service, will be submitting a quote for White Pine removal near the southern campground road. Jons-To-Go did not stop and pump out campers, nor the port-a-potties, due to time constraints.
- Cedar Point Park – Welcome back Pete!
- Crystal Valley Park – Howard's Lawn Care is still billing the extra \$5/month for trash pickup needs to be adjusted.

- Doolittle – Knee High Naturalists program started this past week. Port-a-potty company has been double billing Oceana County Parks & Recreation Commission and Oceana County Conservation District for the same service.
- Gale's Pond – sixth graders will be visiting later this month; Mr. Mikkelson will need to finish his repairs.
- Mill Pond – quiet and calm.
- Marshville Dam – the county has done an excellent job mowing and park goers have done a wonderful job with cleaning up after themselves.
- Stony Lake – plenty of use and things look good.

Old Business

- New Shelter has been finished at Cedar Point Park.
- 5-year plan, motion to advertise in the Oceana County Press and the Oceana Echo.
- Removal balance of stairway at Cedar Point Park.
- Move tables at Cedar Point Park and assemble new tables.
- Updates:
 - County-wide Recreation Program – Shelby does not want to participate and prefers to keep their funding local (within township); Hart looking to hire a full-time director (including Walkerville and Pentwater) but position will be costly; possible stipend from Parks & Recreation Commission pending Board of Commissioners approval
 - Parks Five Year Plan – data is unavailable for certain age groups due to low survey turnout; not accurate depiction of population wants/needs
 - Stony Creek Restoration
 - Crystal Creek Dam – Interim Engineer for inspections; study not finished – correspondence only at this time
 - ADA Parks Report
 - Various Grants
 - Gale's Pond East Boardwalk – met with Blackmer's Construction – set to go

New Business

- Quote from Custom Tree Service to remove dead White Pine at Cedar Point for \$700.00.

Moved by Mr. Erickson and supported by Mr. Hiddema to accept the quote from Custom Tree Service, in the amount of \$700.00, to remove the dead White Pine tree and full cleanup.

Roll call vote: Mr. Erickson – yes; Mr. Hiddema – yes; Mr. Wilson – yes; Mr. Chandler – yes; Mr. Wyns – yes; Mr. Mikkelson – yes; Mr. LundBorg – yes; Mr. Spitler – yes; Mr. Warner – yes; and Chairman McKeen – yes. Motion carried.

- Quote from Custom Tree Service to remove tree debris from the east and south perimeters of the new shelter for \$800.00.

Moved by Mr. Erickson and supported by Mr. Wilson to accept the quote from Custom Tree Service, in the amount of \$800.00, to remove tree debris from the east and south perimeters of the new shelter.

Roll call vote: Mr. Erickson – yes; Mr. Wilson – yes; Mr. Chandler – yes; Mr. Wyns – yes; Mr. Mikkelson – yes; Mr. LundBorg – yes; Mr. Spitler – yes; Mr. Warner – yes; Mr. Hiddema – yes; and Chairman McKeen – yes. Motion carried.

- Quote from Jons-To-Go for 2024; the quote has substantially grown from the previous two years, projected quote will be \$10,315 (increase of over \$2,000) for 2024.
- Quote from Pixel Graphix Studio for the County Parks Brochures.

Moved by Mr. Mikkelson and supported by Mr. Hiddema to approve the quote from Pixel Graphix Studio, 500 brochures for \$392.85, and proceed with printing the Oceana County Parks Brochures.

Roll call vote: Mr. Mikkelson – yes; Mr. Hiddema – yes; Mr. Chandler – yes; Mr. Wyns – yes; Mr. LundBorg – yes; Mr. Erickson – yes; Mr. Wilson – yes; Mr. Spitler – yes; Mr. Warner – yes; and Chairman McKeen – yes. Motion carried.

- Quote from Pixel Graphix Studio for Gale’s Pond Brochures.

Moved by Mr. Mikkelson and supported by Mr. Warner to approve the quote from Pixel Graphix Studio, 500 brochures for \$392.85, and proceed with printing the Gale’s Pond County Park Brochures.

Roll call vote: Mr. Mikkelson – yes; Mr. Warner – yes; Mr. Chandler – yes; Mr. Wyns – yes; Mr. LundBorg – yes; Mr. Erickson – yes; Mr. Wilson – yes; Mr. Spitler – yes; Mr. Hiddema – yes; and Chairman McKeen – yes. Motion carried.

- Discussion regarding a part-time seasonal employee job description.
- Discussion concerning Cedar Point walkway and grading.
- Discussion regarding the purchase of a circular saw to assist with the Cedar Point Park project cleanup.

Moved by Mr. Wyns and supported by Mr. Warner to purchase a circular saw, from Amazon, for \$295, to assist with cleanup at Cedar Point Park.

Roll call vote: Mr. Wyns – yes; Mr. Warner – yes; Mr. Chandler – yes; Mr. Mikkelson – yes; Mr. LundBorg – yes; Mr. Erickson – yes; Mr. Wilson – yes; Mr. Spitler – yes; Mr. Hiddema – yes; and Chairman McKeen – yes. Motion carried.

- Discussion relating to a possible refund for a Black Lake Campground camper; refund discussed and decided upon not being granted due to circumstances.

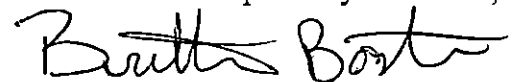
Public Comment

There was 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 October 5, 2023, at 3:00 pm.

Respectfully submitted,



Brittany Bostrom

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