

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, October 5, 2023, at 3:00 pm.

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

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

Approval of the October 5, 2023 Agenda

Moved by Mr. Erickson and supported by Mr. Mikkelsen to approve the October 5, 2023, meeting agenda as amended. Voice vote - all ayes. Motion carried. Absent: Mr. Wilson.

Approval of the September 7, 2023, Minutes of the Regular Meeting

Moved by Mr. Warner and supported by Mr. Hiddema to approve the September 7, 2023, minutes as presented. Voice vote - all ayes. Motion Carried. Absent: Mr. Wilson.

Public Comment

There were no public comments at this time.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$13.47; Expenditures were \$32.28; with a Fund Balance of \$27,850.39.
- **Fund 288 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$121.24; Expenditures were \$0.00; with a Fund Balance of \$26,498.51.
- **Fund 208 Revenues & Expenditures** – as of August 31, 2023, Revenues were \$672.54; Expenditures were \$3,014.41; with a Fund Balance of \$46,966.16.

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

Claims for Payment

Fund 208 – Parks & Recreation Commission for August 2023

Prepaid Claims - \$3,488.62
To Be Paid Claims - \$0.00

Moved by Mr. Mikkelsen and supported by Mr. Warner to approve the Fund 208 Claims for Payment in the amount of \$3,488.62.

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

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

Prepaid Claims - \$381.68
To Be Paid Claims - \$0.00

Moved by Mr. Warner and supported by Mr. Spittler to approve the Fund 408 Claims for Payment in the amount of \$381.68.

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

2024 Budget Discussion

Chairperson McKeen was notified by Ms. Byard, Oceana County Administrator, that the Parks & Recreation Budget requests for 2024 were not accepted and that they would be receiving the same amount as they received for 2023. It was pointed out that out of the ≈ \$42,000 Parks & Recreation budget, \$25,000 is allocated from ARPA funding and will not be a funding source after 2026. The request for a seasonal part-time Parks & Recreation Employee was nixed; however, there has been conversation regarding Mr. Curtiss Lohman, Oceana County Airport Director, retiring sometime in 2024 and there is a possibility that the new hire for his position could be split between the Airport and Parks & Recreation. The request for \$10,000 to have the Parks & Recreation Commission join the County-wide Recreation Program was denied.

Mr. Erickson noted that the budget was not finalized and that there would be another meeting in the near future. The budget meeting that had been held was just the workshop. Mr. Erickson offered insight as to why requests were denied and his opinion regarding what the ARPA funding has been spent on county-wide.

Mr. Stephen Carlson, WMSRDC

Mr. Stephen Carlson, West Michigan Shoreline Regional District Consortium (WMSRDC), provided a brief overview regarding the Parks & Recreation Commission's recreation survey results. 121 responses were recorded. It was suggested by Chairperson McKeen that the survey be left open. Mr. Carlson agreed and also suggested a periodic review of survey results going forward.

Mr. Carlson will email an individual review of the Goals & Objectives to the Commission members and is looking forward to any feedback. He will have a draft completed by the end of October and will follow up at the November 5th meeting. Pending any revisions in November, in December it will be ready for review at the public meeting.

Mr. Carlson and Commission members briefly discussed the individual comments from the survey results.

Correspondence

- Call from Eric Wiltfang, 79th District Court Probation Officer, inquiring about community service hours.
- White Lake Nursery to winterize Crystal Valley Park's sprinkler system.
- Larry Porter wondering when his uncle's name, Vinnie Porter, will be added back on the sign at Stony Lake Park.
- Complaint from Black Lake guest regarding their trailer not getting pumped out. Spoke with Jason, route manager for Jon's To Go, he had three employees on vacation the week after Labor Day.
- Text message from Diane Redding, Black Lake Campground Host, regarding being the 2024 Black Lake Campground Host position.

Chairperson McKeen suggested keeping Black Lake Campground open until October 31st, which would extend the camping season by one month.

Chairperson McKeen asked for consensus vote to keep Black Lake Campground open until October 31, 2023. Voice vote - all ayes. Motion carried. Absent: Mr. Wilson.

Pam Blough of PM Blough to Discuss Final Plan for Black Lake Park

Ms. Pam Blough, PM Blough, facilitated discussion regarding the final plan for Black Lake Park. She provided a conceptual cost plan that broke down every single cost associated with the potential project; by breaking it down it will be easier to search for grants and/or funding that is appropriate for each individual section. Ms. Blough answered several direct questions from the Commission members regarding the conceptual cost plan.

Chairperson's Report

- Black Lake water test completed.
- Attended one Oceana County Road Commission meeting, two Oceana County Board of Commissioners meetings, Stony Creek Committee meeting, Michigan Township Association meeting, and the Benona Township meeting.
- Worked with Dave Dister on identifying various plant species, 240 thus far, at Gales Pond with my kayak.
- Friends of the Pentwater River Shed are working on a survey to be mailed out to watershed property owners in December; Crystal Creek is part of that watershed.
- Built four picnic tables with Pete for Cedar Point.

Parks Reports

- Black Lake – None presented.
- Cedar Point Park – Custom Tree Service removed the dead White Pine off the road, they did a great job with cleanup of brush in the area. Trash service has been suspended for the year and Pete has been diligently working on the stairway and railing.
- Crystal Valley Park – Juvenile vandals have returned but so far haven't caused too much damage.
- Doolittle – Being used quite frequently due to the shelter. Along with the Knee-High Naturalists, there is a similar adult program that is now using the park twice a week.
- Gales Pond – Usage has waned. Blackmer Construction will be starting the board replacement project soon.
- Mill Pond – Trash cans will need to be replaced next year.
- Marshville Dam – Contractors want to start in the winter on the project. Also, there has been conversation regarding cultural artifact digging.
- Stony Lake – None presented.

Old Business

- Remove balance of old stairway at Cedar Point.
- Two Parks & Recreation Commission brochures ordered from Pixel Grafix Studio.
- Gales Pond hosted the Conservation District's 6th Grade Nature Program. Shelby, Hart, and Walkerville Schools participated. Thanks Joel for your help!
- New DeWalt 7 $\frac{1}{4}$ " battery powered saw was ordered and delivered.
- The *Oceana Echo* featured a front-page article regarding the Parks & Recreation Commission's 5-year plan.
- Discussion regarding Jon's To Go contract for 2024-2025. **Tabled until next meeting.**
- Updates:
 - County Wide Recreation Program not funded in the 2024 budget
 - Parks & Recreation Commission's Five Year Plan

- Stony Creek Restoration
- Crystal Creek Dam – Mr. Tiffany will be here soon to give some field notes
- ADA Parks Report
- Various Grants – The DNR SPARK grant awards have been put off until mid-October; the DNR received 450 applications for funding
- Gales Pond East Boardwalk work to start this month
- Seasonal Parks Employee not funded in the 2024 budget

New Business

- Recommendation from Mr. Wilson to split the \$4,600 fee with Crystal Township, for the Crystal Valley County Park design, in the event that they are not awarded the SPARK Grant that would cover the fee.
- Discussion regarding the purchase of four life ring throw ropes to be installed on life rings at various parks.

Moved by Mr. Wyns and supported by Mr. Hiddema to purchase four life ring throw ropes, in the amount not to exceed \$50, to be installed on the life rings at various parks.

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

- Colfax Township Supervisor inquired if Parks & Recreation had any surplus picnic tables that they could use at School Section Lake. Chairperson McKeen will speak with Administrator Byard.
- There will be another Parks & Recreation news article for Summer 2024.

Public Comment

There were no public comments at this time.

There being no further business, Chairperson McKeen adjourned the meeting of the Parks & Recreation Commission at 4:57 pm.

The next meeting will be held on November 2, 2023, at 3:00 pm.

Respectfully submitted,



Brittany Bostrom

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