

The Oceana County Parks & Recreation Commission meeting was called to order by Chairperson McKeen on Thursday, June 6, 2024 at 3:03 pm.

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

Absent: Mr. John Wilson

Also Present: Mr. Lee Hyslop, Supervisor of Crystal Township; Ms. Stacia Erickson, Black Lake Campground Host; Stephen Carlson of West Michigan Shoreline Regional Development Council (WMSRDC).

Approval of the June 6, 2024 Agenda

Moved by Mr. Erickson and supported by Mr. Bengston to approve the June 6, 2024, meeting agenda as amended. Voice vote - all ayes. Motion carried. Absent: Mr. Wilson

Approval of the May 2, 2024, Minutes of the Regular Meeting

Moved by Mr. Spitler and supported by Mr. Warner to approve the May 2, 2024, minutes as amended. Voice vote - all ayes. Motion Carried. Absent: Mr. Wilson

Public Comment on Agenda items

No public comment.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of May 31, 2024, Revenues were \$29.12; Expenditures were \$204.24, with a Fund Balance of \$22,742.66.
- **Fund 288 Revenues & Expenditures** – as of May 31, 2024, Revenues were \$137.47; Expenditures were \$0.00, with a Fund Balance of \$37,672.10.
- **Fund 208 Revenues & Expenditures** – as of May 31, 2024, Revenues were \$7, 500.00; Expenditures were \$1, 534.69, with a Fund Balance of \$30, 415.34.

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. Absent: Mr. Wilson.

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

Claims for Payment

Fund 208 – Parks & Recreation Commission for June 2024

Prepaid Claims - \$895.12

To Be Paid Claims - \$0.00

Moved by Mr. Hiddema and supported by Mr. Mikkelsen to approve the Fund 208 Claims for Payment in the amount of \$895.12.

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

Fund 408 – Parks & Recreation Capital Projects Fund for June 2024

Prepaid Claims - \$204.24
To Be Paid Claims - \$0.00

Moved by Mr. Erickson and supported by Mr. Warner to approve the Fund 408 Claims for Payment in the amount of \$204.24.

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

Suspension of Regular Meeting for Special Meeting to Hear Public Comment on the 2024 Oceana County Recreation Plan

At 3:12 pm., moved by Mr. Erickson, and seconded by Mr. Mikkelsen to suspend the regular Oceana County Parks and Recreation Commission meeting in order to hold a Special Meeting to hear Public Comment on the 2024 Recreation Plan. Voice vote. All ayes. Motion carried.

Special Meeting to Hear Public Comment on the 2024 Oceana County Parks and Recreation Master Plan

At 3:13 pm., moved by Mr. Erickson, and seconded by Mr. Warner to enter into a Public Hearing regarding Public Comments on the 2024 Oceana County Parks and Recreation Master Plan. Voice Vote. All ayes. Motion carried.

Chairman McKeen recognizes Mr. Stephen Carlson

Mr. Carlson from West Michigan Shoreline Regional Development Council (WMSRDC). Mr. Carlson drafted the Recreation Master Plan and has put forth a lot of time and effort in bringing the plan to fruition.

Invitation for Public Comments

Chairman McKeen called for public comments, stating that individuals must identify themselves and limit their comments to no more than 5 minutes. The Chairman indicated that those making comments should keep in mind is that this plan is a guideline for the reader to gain a better understanding of the County Parks and Recreation’s future goals for growth.

No public comments were made at the Special Meeting.

Public Reading Aloud of Correspondence Received

No Correspondence were received.

Call to Conclude the Public Hearing

There being no public comments or correspondence received, the Chairman called for a motion to conclude the Public Hearing on the 2024 Oceana County Parks and Recreation 5 - Year Master Plan. At 3:15 pm., motion to

close the Public Hearing was made by Mr. Erickson, and seconded by Mr. Warner. Voice vote. All ayes. The Public Hearing was closed.

Call for Motion to Reinstate the Regular Meeting of the Oceana County Parks and Recreation Commission

At 3:16 pm., motion to reinstate the regular June 6, 2024, meeting of the Parks and Recreation Commission was made by Mr. Mikkelsen, and seconded by Mr. Bengston. Voice Vote. All ayes. Motion carried.

Correspondence

- PM Blough set date and time for walk through at Gale's Pond and Doolittle Parks.
- Randy Smith and Mark Timmer, ORC, discussed having the parks mowed by ORC staff.
- Paul Cutter, Hart Bio Plant, regarding water samples for Black Lake.
- District 10 Health Department, inquiry regarding EGLE paperwork.
- Report of Poison Ivy at Gale's Pond.

Chairman's Report

- Weekly meeting with Stony Creek/Marshville Dam partners.
- Attended one ORC meeting.
- Attended MTA meeting.
- Presented at Shelby Rotary Club. They would consider writing a grant for county parks through Rotary international for possibly benches and tables.

Parks Reports

- Black Lake – Mr. Bengston stated that everything is going well out there. Ms. Stacia Erickson provided an update regarding Black Lake Campground and additional mowing that has taken place this year due to the amount of rain and some additional mowing that was needed to help knock down the mosquito and bug population. Mr. Bengston requested some additional signage be placed out there for the fisherman that come to the lake. Mr. Bengston is going to come up with a design for the signs that are needed and provide it to Mr. McKeen to obtain a quote F & S signs. Ms. Erickson requested the Parks and Recreation Commission to consider providing pump-out services for the campground host, given the significant amount of time the host spends at the campground.

Motion made by Mr. Bengtson to purchase signage and posts for Black Lake Campground to not exceed \$300.00, supported by Mr. Mikkelsen.

*Roll call vote: Mr. Erickson – yes; Mr. Bengston – yes; Mr. Mikkelsen – yes; Mr. Wyns – yes; Mr. Warner – yes; Mr. Hiddema – yes; Mr. Spitler – yes; Mr. LundBorg – yes; Chairman McKeen – yes.
Absent: Mr. Wilson*

Motion made by Mr. Mikkelsen to purchase a receipt book off of Amazon for Black Lake Campground to not exceed \$15.00, supported by Mr. Warner.

*Roll call vote: Mr. Erickson – yes; Mr. Bengston – yes; Mr. Mikkelsen – yes; Mr. Wyns – yes; Mr. Warner – yes; Mr. Hiddema – yes; Mr. Spitler – yes; Mr. LundBorg – yes; Chairman McKeen – yes.
Absent: Mr. Wilson*

Motion made by Mr. Bengston to allow the Black Lake Campground host to get their camper pumped out as needed but to not exceed three pump outs per month, supported by Mr. Wyns.

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

Motion made by Mr. Erickson to get a couple trees trimmed at Black Lake Campground to not exceed \$600.00, supported by Mr. Bengston.

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

- Cedar Point Park – Mr. LundBorg mentioned that he is still working on finishing various small projects that need to be completed. Additionally, he is bleaching some deck boards to eliminate mold that has started growing. Mr. LundBorg expressed his desire to have a sign placed on the beach. In response, Mr. McKeen requested that he draft a design to submit to F & S Signs for a quote. Mr. LundBorg also acknowledged and appreciated the blueprint that Mr. Warner created, noting that Mr. Warner did an excellent job.
- Crystal Valley Park – Mr. Spitler asked Mr. Hyslop, Supervisor of Crystal Valley, to provide the board with an update. Mr. Hyslop has been stepping in the last few months while Mr. Spitler was addressing some health issues. Mr. Hyslop reported that he has been approached by multiple people that would like to use the baseball field for leagues. He noted that the ball diamond is in very good condition and that he has graded the field a few times this year. However, a large tree has fallen down in the southeast corner of the park and needs to be cleaned up. Mr. Spitler will obtain a quote from Custom Tree Service for the tree clean up. Additionally, Mr. Hyslop informed the Commission that more testing at Crystal Valley Dam is scheduled for Monday, June 10th.

Motion made to reimburse Lee Hyslop, Supervisor of Crystal Valley \$ 22.98 for a set of Padlocks and Hasp Staples, supported by Mr. Hiddema.

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

- Doolittle – Mr. McKeen reported that the Conservation District has been maintain the pathways. Recently, a tree fell down, and the Conservation District is having it cut up to make new seats for additional children who will be attending the forest camp starting in the middle of June. Pond camp is scheduled for July, and Farm camp will take place in August 2024. Mr. McKeen acknowledged that it is great to see the parks being used for educational purposes. He also mentioned that in April 2024, there was an incident at the park where the Sheriff was called and an arrest was made.
- Gales Pond – Mr. McKeen discussed getting garbage pick up started at Gales Pond with Mark's Waste Disposal. The quote he received from them was for \$26.00 a month for the next five months. Mr. McKeen is working on finding a few contractors to get a quote to replace some boards on the boardwalk. Mr. Mikkelsen did a great job last year but we need to continue moving forward on having the boards replaced.

Motion made by Mr. Wyns to pay Mark's Waste Disposal \$26.00 for the next five months for garbage service at Gales Pond, seconded by Mr. Mikkelsen.

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

- Mill Pond – Mr. Hiddema reported that there have been some vandalism issues, including people throwing glass bottles and removing the seats from a few of the picnic tables. He also mentioned that he is looking for someone to provide a quote for painting the ceiling in the pavilion.
- Marshville Dam – Mr. Wyns provided a PowerPoint presentation overviewing the history of Marshville Dam over the years starting in the 1970's to current. Discussion ensued.
- Stony Lake – Mr. Mikkelsen reported that he has a few names of local contractors that he is going to get quotes from on a concrete pad at Stony Lake upper lookout.

Old Business

- Pam Blough will be coming to do the walk through of Gale's Pond and Doolittle on Monday, June 24 with a back-up date of Wednesday, June 26th. Mr. McKeen would like as many people from the Commission to be there as possible.
- Updates:
 - Parks Five-Year Plan – The Parks and Recreation Commission has reviewed the five-year plan for parks and decided not to include equestrian activities at this time. This decision is not due to a lack of support for equestrian activities, but because they do not currently fit within the county's Recreation Plan. However, the Commission is open to revisiting the inclusion of equestrian activities in the next five-year plan. The five-year plan is now ready for submission to the Board of Commissioners for approval. Mr. Carlson recognized all the members of the Parks and Recreation Board for their dedication and hard work that each of them provides to Oceana County Parks.

Motion made by Mr. Spitler to accept the Recreation Five-Year Plan as presented and pass it onto the County Board of Commissioners for final approval, supported by Mr. Mikkelsen.

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

- Mr. Wilson has been researching new benches for Gales Pond, and they will cost over \$1,200.00 each. Mr. McKeen is hesitant to spend that much on benches and instead found 52-inch Polywood benches for \$299.00 each. Mr. McKeen volunteered to buy a couple of these benches and donate them.
- A date needs to be set for the ribbon-cutting ceremony for Marshville Dam Park. However, it is too early to set the date because the contractors are still working, and their completion time is uncertain. The ceremony might possibly be held in September 2024.
- The next scheduled Parks meeting will be August 1, 2024, the Commissioner's meeting room will not be available due to a Jury trial and early voting taking place. The meeting will be moved to the County Annex building 844 S. Griswold St. Hart, MI 49420.

New Business

- Mr. McKeen presented a quote from Frank Phaff in the amount of \$980.00 for 8 signs with the updated Parks Rules and Regulations. They are 24" X 36" with white and black lettering.

Motion made by Mr. Erickson to purchase 8 signs from Frank Phaff of F & J Signs with the updated Parks Rules and Regulations in the amount of \$980.00, supported by Mr. Warner.

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

Motion made by Mr. Bengston to pay \$340.00 to Ms. Stacia Erickson for Spring Clean-up at Black Lake, supported by Mr. Mikkelsen.

Roll call vote: Mr. Erickson – abstain; Mr. Bengston – yes; Mr. Mikkelsen – yes; Mr. Wyns – yes; Mr. Warner – yes; Mr. Hiddema – yes; Mr. Spitler – yes; Mr. LundBorg – yes; Chairman McKeen – yes. Absent: Mr. Wilson

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 4:55 pm.

The next meeting will be held on August 1, 2024, at 3:00 pm.

Respectfully submitted,



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