

The Oceana County Parks & Recreation Commission meeting was called to order by Mr. McKeen on Thursday, October 3, 2024, at 3:00 pm.

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

Absent: Mr. Wilson

Also Present: Brandon McDougall, Drain Commission and Ms. Stacia Erickson, Black Lake Campground Host.

Approval of the October 3, 2024, Agenda

Moved by Mr. Hiddema and supported by Mr. Warner to approve the October 3, 2024, meeting agenda as amended. Voice vote - all ayes. Motion carried.

Approval of the September 5, 2024, Minutes of the Regular Meeting

Moved by Mr. Mikkelsen and supported by Mr. Bengston to approve the September 5, 2024, minutes as presented. Voice vote - all ayes. Motion Carried.

Public Comment on Agenda items

No public comment.

Financial Report

- **Fund 408 Revenues & Expenditures** – as of September 30, 2024, Revenues were \$24.25; Expenditures were \$53.94, with a Fund Balance of \$22,627.86.
- **Fund 288 Revenues & Expenditures** – as of August 31, 2024, Revenues were \$141.01; Expenditures were \$0.00, with a Fund Balance of \$38,097.64.
- **Fund 288 Revenues & Expenditures** – as of September 30, 2024, Revenues were \$11.10, Expenditures were \$0.00, with a Fund Balance of \$38,108.74.
- **Fund 208 Revenues & Expenditures** – as of September 30, 2024, Revenues were \$27.54; Expenditures were \$5,427.53, with a Fund Balance of \$13,707.26.

Claims for Payment

Fund 208 – Parks & Recreation Commission for October 2024

Prepaid Claims - \$5,137.80
To Be Paid Claims - \$0.00

Moved by Mr. Warner and supported by Mr. Bengston to approve Fund 208 claims for payment in the amount of \$5,137.80.

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; Mr. McKeen – yes; Mr. Wilson – Absent.

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

Prepaid Claims - \$53.94
To Be Paid Claims - \$0.00

Moved by Mr. Hiddema and supported by Mr. Mikkelsen to approve Fund 408 Claims for Payment in the amount of \$53.94.

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; Mr. McKeen – yes; Mr. Wilson – Absent.

Correspondence

- A letter from Mr. Wilson will be read aloud in his absence.
- Had a phone conversation with Tom from Custom Tree Service about ongoing debris cleanup at Cedar Point.
- Received a brochure by mail about MARVAC membership for Black Lake Campground.
- Received a bill for \$75.00 for the winterization of the Crystal Valley irrigation system.

Chairman's Report

- Met with Tracy Byard to discuss the 2025 budget request further; the request for a part-time seasonal employee has not been approved.
- Attended two County Commissioner's meetings, one ORC meeting.
- Met with Curtis Burdette, Oceana Economic Director, regarding funding grants.

Parks Reports

- Black Lake – Mr. Bengston reported that the camping is closed as of October 1st, 2024. Garbage pickup will pause until Spring 2025, and the dumpster will be locked. Gustafson and Son Well Drilling has been called to winterize the well. Ms. Erickson will give a presentation on Black Lake Campground at the November 2024 meeting. Mr. McKeen thanked Ms. Erickson for her dedication as the campground host for the 2024 season.
- Cedar Point Park – Mr. LundBorg noted that the park is still being used on nice days, although activity has slowed. One Porta-Jon remains, but it will be removed soon. Mr. LundBorg is nearing completion of Cedar Point Park and is focusing on finishing small projects related to the landings.
- Crystal Valley Park – Mr. Spitler reported no new developments. Howard's Lawn Care might be moving away, and Mr. McKeen would like Mr. Spitler to stay in touch with him if he moves there is enough time to find a new lawn care company to take over Crystal Valley.
- Doolittle – Mr. McKeen mentioned he visited Doolittle Park two weeks ago and found the shelter in good condition after clearing debris. Kari Wilson and her Knee-High Naturalists group are active in the park two days a week.
- Gale's Pond – Mr. McKeen reported that last Friday, the Conservation District hosted all the sixth graders from the county for a six-station science project covering topics such as forestry, vertebrates, and soil.
- Mill Pond – Mr. Hiddema had no new updates. He mentioned that garbage cans will need to be replaced next year.
- Marshville Dam – Mr. Wyns reported that sign the project's completion, the area has seen increased use from fishermen and families. However, he received a complaint from a downstream property owner about the lack of boundary signs. Mr. Wyns plans to have the park surveyed to establish boundary lines and will bring a quote from A & A Surveying to the Parks and Recreation Commission next month. Mr. McKeen noted that the installation of fishing platforms and a boardwalk will help clarify boundaries, particularly on the north side.

Old Business

- Black Lake Shelter Discussion – Two years ago, the Oceana County Board of Commissioners allocated \$57,000 in ARPA funds to the Parks and Recreation Commission for a shelter at Black Lake. The funds are also designated for parking, with any remaining money to be used for a walkway. A discussion followed.

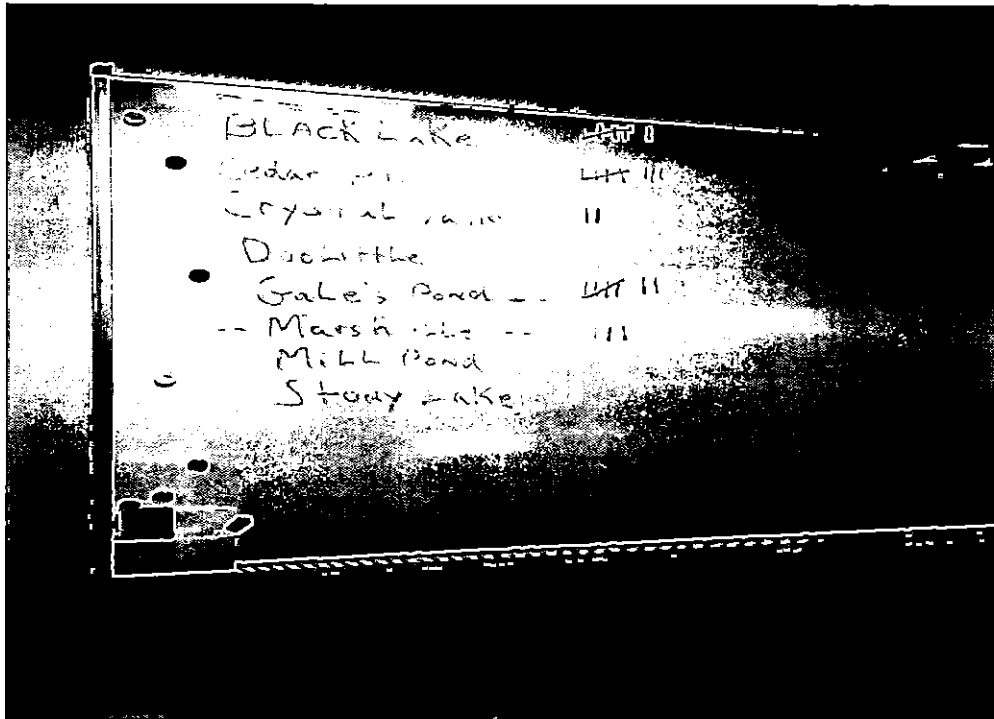
Motion made by Mr. Bengston and supported by Mr. Warner, to authorize Chairperson McKeen to write a letter to the Oceana County Board of Commissioners requesting to redirect the \$57,000 ARPA funding. Instead of using the funds for a pavilion, the money will be allocated for a parking lot and a walkway, in accordance with the Black Lake Master Plan created by PM Blough, Inc. All ayes. Motion Carried.

Moved by Mr. Bengston and supported by Mr. Erickson, to write a letter to the Oceana County Board of Commissioners requesting \$100,000 in ARPA funds to begin making the parks ADA complaint. All ayes. Motion Carried.

- Updates:
 - Crystal Creek Dam – Mr. Erickson reported that Mr. Tiffany has prepared the bid packets and is ready to send them out. The estimated cost for a permanent repair to the dam is between \$500,000 and \$600,000. A discussion followed.
 - Grants – Mr. McKeen reported that Erin Kuhn informed him about a new NOAA grant opportunity that could be used for the removal of the dam at Crystal Valley. There is potential funding available for dam remediation.

New Business

- Mr. McKeen requested that all members rank their top three parks for funding focus in the upcoming year and beyond, emphasizing the importance of prioritizing parks that need updates to become ADA accessible. The results of the voting are as follows: Black Lake, Cedar Point Park, and Gale’s Pond emerged as the top three parks to allocate resources toward for the upcoming year.



- Mr. McKeen reported that Suzie Knoll, the former Conservation District Director, has joined the CRA. The CRA has previously worked in Oceana County and is interested in continuing their efforts there. They are hosting a summit meeting and inviting the West Michigan Regional Shoreline Development Commission, Muskegon Watershed Assembly, and Trout Unlimited. These groups will collaborate to address river and lake issues affecting the area from Oceana County northward.

Public Comment

Ms. Stacia Erickson, Black Lake Campground host, shared her thoughts about the placement of the pavilion while Black Lake is being used as a campground.

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 November 7, 2024, at 3:00 pm.

Respectfully submitted,



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