

ALPENA COUNTY PARKS AND RECREATION COMMISSION

MINUTES

Wednesday, October 19, 2022
Howard Male Conference Room

CALL TO ORDER by Chairman Jeff Kowalski at 6:00 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ROLL CALL - PRESENT:

Jeff Kowalski	Chairman
Kurt Pratel	Vice Chairman
Pam Kirchoff	Secretary
Gerald Fournier	Drain Commissioner
Bob Adrian	Commissioner
John Kozlowski	Commissioner
Marty Thomson	Commissioner
Tom Spaulding	Road Commission
Bonnie Krajniak	

OTHERS PRESENT:

Cindy Cebula, Chief Deputy Treasurer
County Administrator Mary Catherine Hannah
Lynn Bunting, Parks Recording Secretary
Earl & Marcia Martin - Beaver Lake Park Co-Managers
Sarah Jore - Long Lake Park Manager
Cathy Skerski, Long Lake Park Assistant Manager
Tammy Bates, Manning Hill Park
Terry Bates, Manning Hill Park
Wes Wilder, Maintenance Superintendent
Paul Mamp
Commissioner Kevin Osbourne, guest

Chuck LeFebvre, Planning Commission, excused.

ADOPTION OF THE AGENDA

Moved by Tom Spaulding and supported by Kurt Pratel to approve the agenda as presented. Motion carried.

CONSENT CALENDAR

Moved by Marty Thomson and supported by John Kozlowski to approve the Action Items and Minutes from the following meetings: September 21, 2022 (Regular meeting); September 28, 2022 & October 13, 2022 (Sunken Lake Park Committee meetings); October 3, 2022 (Beaver Lake Park Committee meeting); October 6, 2022 (Long Lake Park Committee meeting); and October 10, 2022 (PointPersons Committee meeting) with the exception of Action Item #SLP-1 (October 13, 2022 SLP Committee meeting minutes) and Action Item #PP-3 (October 10, 2022 PointPersons Committee meeting minutes) as presented. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

ACTION ITEM #PP-3: POINTPERSONS COMMITTEE MEETING 10.10.22

John Kozlowski pulled Action Item #PP-3 for clarification. Discussion and Kurt Pratel clarified the Veterans and Seniors Discount is for Seasonals 65+ and can only take one discount and not both. Moved by Bob Adrian and supported by Kurt Pratel to approve the below Action Item as presented. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

ACTION ITEM #PP-3: The Committee recommends approval of a Veterans or a Seniors Discount for Seasonal Campers 65+ and cannot take both discounts and need to show proof when signing in at the Parks Office.

ACTION ITEM #SLP-1: SUNKEN LAKE PARK COMMITTEE MEETING 10.13.22

John Kozlowski pulled Action Item #SLP-1 for clarification. Chair Jeff Kowalski gave clarification to the board reporting cannot disclose as part of the Consent Calendar. Moved by John Kozlowski and supported by Pam Kirchoff to approve the below Action Item as presented. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

ACTION ITEM #SLP-1: The Committee recommends approval to terminate Sunken Lake Park Co-Managers Dr. Greg Mote & Donna Mote as of October 13, 2022.

PUBLIC COMMENT

Commissioner Kevin Osbourne presented to the board that he has been researching reservation software and recommends to try to have reservations available on the County Website and push the reservation opening date to February. County Administrator Mary Catherine Hannah requested a late addition to the Agenda to give a software update. Moved by John Kozlowski and supported by Jeff Kowalski to add software update to the Agenda. Motion carried.

Ron Brady of Lachine shared his concerns of the Sunken Lake Park Co-Manager Dr. Mote regarding firewood in the park. Ron also informed the board the need for the Parks Commission Board Members to go out to the parks to see what is being done out there. Chair Kowalski requested that Ron write a letter and not to address here to contact a Parks Commission member of his questions and concerns.

TREASURER'S REPORT

Chief Deputy Treasurer Cindy Cebula presented the monthly treasurer's report and balance sheet for September 2022. Cindy reported that Beaver Lake Park did not need any budget adjustments for 2022, Sunken Lake Park needed 5 items increased for their 2022 budget and Long Lake Park needed gas increased for 2022 budget as well as the travel needed to be increased for the Parks General budget for 2022. Moved by Bob Adrian and supported by Gerald Fournier to approve the Treasurer's Office Budget Adjustment recommendations as presented by Chief Deputy Treasurer. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

Moved by Marty Thomson and supported by John Kozlowski to approve the Treasurer's Report for September 2022. Motion carried.

REFUNDS AND BILLS

Chief Deputy Treasurer Cindy presented two Refunds for Sunken Lake Park in the amount of \$315 total and Bills total \$10,280.45 (\$5,918.45 bills, \$4,362 bills tonight) for approval. Moved by Kurt Pratel and supported by Tom Spaulding to approve the Refunds and Bills as presented. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

NEW BUSINESS

Administrator Hannah reported there is new IT software to change over existing campground master software for campground reservations as the current reservation software with campground master is not user friendly and not web based. Discussion and recommendation to do more research on reservation software for the parks and to create a designated group to meet and do the research and bring back findings to the board. Pam Kirchoff volunteered as well as Jeff Kowalski and recommendation for the park managers to be involved in this group as well as Administrator Hannah and County IT Director Steve Mousseau.

SLP ACTION ITEM #1 – SUNKEN LAKE PARK BRIDGE CERTIFICATION

Bob reported that he spoke with RS Scott Associates to get a quote for certification of bridge at Sunken Lake Park and gave an estimate of \$1,000 and have a quote from Huron Engineering in the amount of \$3,200. Discussion and recommendation to reach out to RS Scott Associates and get an estimate of per axle basis. Moved by Marty Thomson and supported by Gerald Fournier to amend motion to total vehicle loading rating for certification of the Sunken Lake Park Bridge. Roll Call Vote: AYES: Kurt Pratel, Gerald Fournier, Bob Adrian, Pam Kirchoff, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak and Jeff Kowalski. NAYS: None. Chuck LeFebvre, excused. Motion carried.

MANNING HILL

Tammy Bates gave an update reporting there are two new benches installed and matches the other benches with picnic tables. Tammy reported that the two benches will be put in the new tower and have been donated by members of the Manning family. Tammy reported she is checking on price for handicap parking. Kurt reported he contacted Hall-Serv-All to pick up the Port-a-John at the end of October.

Bob reported that the college has design for making picnic tables out of concrete but cannot find anyone locally that will make concrete picnic tables.

OLD BUSINESS

Bob gave an update on the Long Lake Park Boat Launch Project reporting that he is trying to find sources for building skid piers and spoke with the DNR rep in Cheboygan and someone has a design for steel and maybe do welding and skid pier. Bob will check into and update the board. Bob reported he will be attending the next Youth & Recreation Committee meeting to request an extension of the grant into 2023 if possible as they cannot do anything with the project until approval is received from the state.

COMMENTS FROM THE BOARD

John shared concern of equipment at the parks and if there is a list for the County equipment and a list for the managers equipment. Marty reported that he took pictures at Sunken Lake Park of County Inventory and sent to Lynn in the Commissioners Office for the park files.

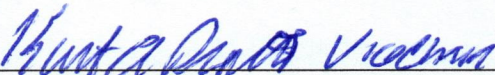
Kurt presented the next board meeting in November for discussion to move from November 16th due to deer season to November 9, 2022. Kurt, John, Bob and Marty will not be available for November 16th Parks Commission meeting. Discussion and recommendation to change the Parks Commission meeting from November 16, 2022 to November 9, 2022 due to deer season.

Next Meeting: Thursday, November 9, 2022 at 6:00 p.m. in Howard Male Conference Room.

ADJOURNMENT

Moved by Gerald Fournier and supported by Kurt Pratel to adjourn the meeting. The meeting was adjourned at 7:23 p.m.

Respectfully Submitted,



Jeff Kowalski, Parks Chairman
Alpena County Parks Commission

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