

ALPENA COUNTY PARKS AND RECREATION COMMISSION

DRAFT MEETING MINUTES

Wednesday, July 12, 2023 – 6:00 p.m.

Howard Male Conference Room

CALL TO ORDER by Vice Chair Kurt Pratel at 6:00 p.m.

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

ROLL CALL - PRESENT:

Pam Kirchoff	Chairman, excused
Kurt Pratel	Vice Chairman
Jesse Osmer	Secretary (Commissioner)
Bill LaHaie	Commissioner
Gerald Fournier	Drain Commissioner
Gerald Lucas	Road Commission
Bonnie Krajniak	
Marty Thomson, excused	
John Kozlowski	Commissioner
Chuck LeFebvre	Planning Commission

OTHERS PRESENT:

Cindy Cebula, Chief Deputy Treasurer
Kim Ludlow, County Treasurer
Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant/Parks Recording Secretary
Earl Martin - Beaver Lake Park Co-Manager
Marcia Martin – Beaver Lake Park Co-Manager
Sarah Jore - Long Lake Park Manager
Matt Srebnik
Erin Felax - Sunken Lake Park Co-Manager
Keith Felax – Sunken Lake Park Co-Manager
Gerri Mulka, SLP Camper
Joy Krajniak
Kathy Wirgau
Abbey

PUBLIC COMMENT

Abbey in Hawks shared her concerns of her mother and herself kicked out of campground, not allowed to camp again is what they were informed, due to the dog they had, and questioned why they were kicked out of the Sunken Lake Park Campground. Abbey rented a lot for her mom and the dog they had was not their dog, that it was someone else's.

Chuck LeFebvre reported state law need to show copy of updated vaccination record and the people were welcome into the park but not the dog until show proof of vaccination record to the managers and cannot bring a dog in that is unvaccinated.

Chair Pratel informed the camper that they are welcome into the park but not the dog unless paperwork is shown to the manager proof of vaccination.

ADOPTION OF THE AGENDA

Moved by Gerald Fournier and supported by Bonnie Krajniak to approve the agenda with the addition of: 1) Chuck LeFebvre – SLP Bridge Memory Boards Update, and 2) Cindy change on page 4 of 6 of 06.29.23 meeting minutes that she does not present refunds. Motion carried.
*refund request of LLP was presented.

CONSENT CALENDAR July 12, 2023

- A) Parks Commission Meeting Minutes – June 14, 2023 **(Minutes only)**
- B) Beaver Lake Park Committee Meeting Minutes – June 26, 2023
- C-1) Sunken Lake Park Committee Meeting Minutes – June 22, 2023

ACTION ITEM #SUNKENLAKEPARK-1: The Committee recommends to authorize the Sunken Lake Park Managers to move the Camp Store down to the campground area starting on July 14, 2023.

- C-2) Sunken Lake Park Committee Meeting Minutes – June 28, 2023

ACTION ITEM #SUNKENLAKEPARK-1: The Committee recommends approval to pay \$306.72 to Ed Perrault Plumbing for installation of the faucets at Sunken Lake Park Bathhouse with the bill to be paid from line item #208-758-932.000 Building/Grounds Maintenance.

ACTION ITEM #SUNKENLAKEPARK-2: The Committee recommends approval to increase the budgeted 2023-line item #208-758-727.001 Sunken Lake Park Building and Grounds Supplies by \$197 to pay the trees purchase invoice in the amount of \$196.56 as presented.

Not Approved on Consent Calendar

- D) Long Lake Park Committee Meeting Minutes – June 29, 2023

ACTION ITEM #LONGLAKEPARK-1: The Committee recommends approval to allow seasonal camper Wirgau to take down Pavilion B and haul away and to clean up the area as presented.

ACTION ITEM #LONGLAKEPARK-2: The Committee recommends approval that Lot #13 be turned into a waterfront lot at Long Lake Park and will not be a seasonal site as presented.

- E) PointPersons Committee Meeting Minutes – July 3, 2023

ACTION ITEM #POINTPERSONS-1: The Committee recommends approval up to \$500 for repairs to the Manning Hill wooden structure, clean picnic tables, paint steps and curbs and authorize County Maintenance Superintendent and his crew to do with bills to be paid out of the Manning Hill Budget line item #208-760-700 as presented.

ACTION ITEM #POINTPERSONS-2: The Committee recommends approval of the County Parks Survey for the new County Website for all the County Parks and is a fillable form. This survey replicates the previous survey on the old County Website.

ACTION ITEM #POINTPERSONS-3: The Committee recommends approval of the Omega quote of \$4,200 for power down to the Sunken Lake Park Pavilion, and to decrease line item #208-758-921 (Sunken Lake Park Lights) by \$4,200 and increase line item #208-760-972.002 (Capital Outlay Sunken Lake Park) by \$4,200 to pay bill when invoice comes in.

ACTION ITEM #POINTPERSONS-4: The Committee recommends approval to allow the Sunken Lake Park Managers to transfer the title of the old Sunken Lake Park Truck to Brett's Auto in lieu of a previous bill that was not paid for and to obtain a paid in full receipt as presented.

Moved by John Kozlowski and supported by Bonnie Krajniak to approve the Consent Calendar with the exception of Sunken Lake Park Action Item #2 from June 28th, and includes actions as listed above and filing of all reports and the minutes from the following meetings: Full Board June 14, 2023 (Regular meeting); June 26, 2023 (Beaver Lake Park Committee meeting); June 22, 2023 (Sunken Lake Park Committee meeting); June 28, 2023 (Sunken Lake Park Committee meeting); and June 29, 2023 (Long Lake Park Committee meeting); and July 3, 2023 (PointPersons Committee meeting) as presented. Roll call vote was taken: AYES: All ayes. NAYS: None. Pam Kirchoff and Marty Thomson, excused. Motion carried.

TREASURER'S REPORT

Chief Deputy Treasurer Cindy Cebula presented the monthly treasurer's report and balance sheet for July 2023. Following recommended transfers for each park as some line items are over:

1) Beaver Lake Park:

Transfer \$350 from 208-757-933.000 Grounds Maintenance line-item number and moved to 208-757-931.000 Equipment Maintenance/Mechanic line-item number.

Discussion and recommendation to update minutes from 05.30.23 BLP to approve \$800 from Terry Bates and for the Martins to create an invoice to pay from. Mary Catherine recommended not to create invoices for outside vendors. Moved by Bill LaHaie and supported by Gerald Lucas to approve Beaver Lake Park purchasing a power leaf vacuum in the amount of \$800 from Terry Bates to be paid from the Power Tools line item #208-757-727.002 for Beaver Lake Park. Roll call vote: Jesse Osmer, Chuck LeFebvre, Bonnie Krajniak, John Kozlowski, Gerald Lucas, Bill LaHaie, and Kurt Pratel. NAYS: Gerald Fournier. Pam Kirchoff and Marty Thomson, excused. Motion carried.

2) Sunken Lake Park:

Treasurer Ludlow informed manager to include invoice and not estimate as an estimate/quote cannot be reimbursed or paid from.

3) Long Lake Park:

Cindy reported issue with bills being turned in after the deadline and emailed to them, need original invoices turned in on time. Mary Catherine clarified submitting invoices digitally. Kurt

recommended for Sarah to give him the original invoices to turn into the treasurer. Cindy informed the board to turn in bills no later than Monday at noon week of the meeting, signed, dated, and line item number on it.

Sarah reported she received a past due invoice and was not satisfied with service and had to have TruGreen come back as they only did one-half the service. Kurt will contact TruGreen and take the invoice to the treasurer. Cindy noted that three bills were turned in tonight for approval and signature.

4) **Parks General:**

Cindy reported all is good.

Cindy reported on the Parks Comparison report for all three parks.

Moved by John Kozlowski and supported by Jesse Osmer to approve the Treasurers Report for July 2023 as presented. Roll call vote was taken: AYES: All ayes. NAYS: None. Pam Kirchoff and Marty Thomson, excused. Motion carried.

BILLS PRESENTED:

Cindy presented the Bills for approval (Bills from 6/15/23 to 7/11/23 \$11,900.97, Bills for 7/12/23 \$12,137.28, and Bills turned in at/before the meeting \$998.47) with total amount of \$25,036.72.

Moved by Gerald Fournier and supported by Chuck LeFebvre to approve the bills as presented. Roll call vote was taken: AYES: Gerald Lucas, John Kozlowski, Gerald Fournier, Bill LaHaie, Bonnie Krajniak, Jesse Osmer, Chuck LeFebvre, and Kurt Pratel. NAYS: None. Pam Kirchoff and Marty Thomson, excused. Motion carried.

SLP Refund Request – Erin presented a refund request from Cal Reese (local resident) \$80 reimbursement request full refund due to using a power cord for a Pavilion rental and no power to it. Erin reported that he does not deserve a refund and did use the Pavilion and power cord that was run out there for him and he was informed of that ahead of time for accommodations, he knew before he came – a week before he was notified. Erin noted that Mr. Reese still used Pavilion and reserved in January of 2023. Discussion and recommendation to not give refund. Moved by Bill LaHaie and supported by Chuck LeFebvre to deny the refund. Motion carried. Day Use Area where the power was put in (200 feet) and plugged into Pavilion.

SLP Refund Request – Erin presented a refund request for Cabin A & B rental due to a family emergency \$120 – lives in another state – seasonal campers son, originally 14 days, when arrived only do 5, stayed 4 days, he paid for 5 days in both sides of the bunkhouse. Discussion and recommendation to not give refund. Moved by Jesse Osmer and supported by John Kozlowski to deny refund. Motion carried.

LLP Refund Request – Sarah presented a refund request from Tom Knorrel who stayed only two nights due to incident with dogs in the request amount of \$76. Sarah clarified the refund request reporting a camper while setting up had his dogs on the leash and one dog got loose and went after persons dog, no injuries and when checked out wanted a two day refund. Stayed two more days and demanded a refund. Discussion and recommended to not give refund. Moved by John Kozlowski and supported by Jesse Osmer to deny the refund. Motion carried.

NEW BUSINESS

Vice Chair Pratel presented the following for approval:

1) Treasurer's Office Request – Cindy reported that Sarah is having issues with people using last years seasonal tickets for this year. Cindy stated they order 1,000 boat launch tickets at a time to make it feasible, and go through 100 a year, different size than the daily's. Erin reported that she has a source for purchasing these cheaper. Waiting for Board to discuss and make a recommendation for 2024.

Cindy reported the Treasurer's Office gets copy paper from IT Department and needs copy paper for the parks and the IT Department can sell them two more cases of paper at \$78.98 total. Moved by Jesse Osmer and supported by John Kozlowski to approve to pay for copy paper for the Treasurer's Office for the parks and table the boat launch, and daily tickets. Roll call vote was taken: All ayes. NAYS: None. Pam Kirchoff and Marty Thomson, excused. Motion carried.

2) Manning Hill Lawn Maintenance Bid – Moved by Gerald Fournier and supported by Bill LaHaie to approve the bid with Cam's Lawn Service as presented. Motion carried. Kurt reported contacted previous bidders and no one else bid.

3) Approval of Long Lake Park Camp Host Applicant – Moved by Gerald Fournier and supported by Gerald Lucas to approve Mike Johnson as a Camp Host for Long Lake Park for the 2023 camping season as presented. Motion carried.

OLD BUSINESS

1) Mary Catherine reported as an informational/discussion item that when preparing the parks board packets go through a lot of paper and every subcommittee meeting and pointpersons and parks commission meeting and has one option to move over to BoardBook. Mary Catherine shared the advantage of not printing so much and manage all of the information and easy to go back and find, search, helps organize meetings, putting materials into Boardbook ahead of time to review materials. County has BoardBook and included in BoardBook and capped out at current subscription. To add would need to double subscription \$7,000 investment the County makes, additional expense to look as part of the 2024 budget, parks would have access on their computers. Discussion and appropriate contribution. Kim clarified treasurer's office purchased for parks, not used for reports, is given out to the park managers for their packets, still will purchase paper on their behalf for their managers. Discussion to table and bring up at another meeting. Discussion and a few recommended they are happy with the way things are, and want to have on paper.

2) Sunken Lake Park Bridge Memory Boards Update – Chuck reported found everyone that paid money towards this, did not find the money, but found the people, and found someone has a laser burning unit and wants to negotiate service for the boards and putting together a quote. Erin reported Brian Wirgau moving from downstate to Rogers City and bought a home, does have a laser burning machine, cover with teak oil when done to bring out the natural wood, 16 boards aware of that need to be done, asking to give him some camping in exchange for this service. List they have and what they paid for are not the same per Chuck, and paid the same thing for them, have a standard "In Memory Of". One couple wants something as they were married on the bridge and paid for. If anyone has any suggestions to contact the SLP Committee. Discussion on paying for services or in exchange for camping for services provided. Discussion and recommendation to take back to the SLP committee for further review, discussion and recommendation and bring back to the board.

John reported county is paying for half of the maintenance position to do work at the parks, stating that Earl and Marcia put in maintenance tickets and still today the doors were not painted. John noted that there are monies in the 2023 budget. Mary Catherine reported that the maintenance department is down three people.

3) Chuck gave an update with discussion with 911 Director Kim Elkie and reported that the Long Rapids ambulance service EMT versus Presque Isle County ambulance service EMT and the time it took for someone to get to Sunken Lake Park and for the two counties to get emergency calls sooner, they are negotiating, LR Fire Dept speaking with PI County. Chuck stated that Director Elkie offered to bring the Long Rapids Chief, herself and asked if Presque Isle County do a presentation to give an update to the Parks Commission at the next Parks Commission meeting on August 9, 2023. Chuck will contact them and set it up.

COMMENTS FROM THE BOARD

Kurt reported that the Long Lake Improvement Association contributed \$5,000 to the Long Lake Park Boat Launch Project.

***Next Meeting: Wednesday, August 9, 2023 at 6:00 p.m. in Howard Male Conference Room.**

ADJOURNMENT

Moved by Bill LaHaie and supported by Jesse Osmer to adjourn the meeting. Motion carried. The meeting was adjourned at 7:34 p.m.

Respectfully Submitted,

Kurt Pratel, Vice Chair
Alpena County Parks Commission

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