

BEAVER LAKE PARK COMMITTEE  
**DRAFT MEETING MINUTES**  
Monday, April 24, 2023 – 12:30 p.m.  
Howard Male Conference Room

Beaver Lake Park Chair Gerald Lucas called the Beaver Lake Park Committee meeting to order at 12:31 p.m.

COMMITTEE MEMBERS PRESENT: John Kozlowski, Pam Kirchoff (sitting in for Bill LaHaie), and Gerald Lucas. Beaver Lake Park Co-Managers Earl & Marcia Martin. Bill LaHaie, excused.

OTHERS PRESENT: Rob Zielaskowski, County Maintenance Superintendent Wes Wilder (via telephone, if needed) and County Board Assistant/Parks Recording Secretary Lynn.

**FRENCH DRAIN PROJECT**

Manager Earl Martin presented Rob Zielaskowski of Rob Zielaskowski Excavating reporting he has a quote from Rob and contacted Girard for another quote and informed him that Girard will not do project. Rob reported that he will be working on the drain project for Beaver Lake Park and presented information verbally to the committee and will get a written quote to Manager Earl who will get it to the committee (attachment #1). Moved by Pam Kirchoff and supported by John Kozlowski to approve the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the proposal from Rob Zielaskowski Builders to do the drain project for Beaver Lake Park not to exceed \$5,000 (budgeted for 2023) with material supplied by the County for water proofing will be deducted off invoice before submitting.**

**PARK VISIT**

Chair Lucas reminded the committee and the managers that the park visit will be on Saturday, May 20<sup>th</sup> starting at 9:00 a.m. at Beaver Lake Park.

**CAMP HOST APPLICATIONS FOR 2023 CAMPING SEASON**

Manager Marcia Martin presented applications for Michael Batchelder and Alyssa McNeill for approval as camp hosts for Beaver Lake Park for the 2023 camping season and will have them complete a background check if approved (attachment #2). Marcia reported that they have been seasonals in the past and have volunteered and helped and have paid some money on their seasonal lot and if approved to refund \$221.56. Discussion and recommended to discuss further at the pointpersons on the number of camp hosts approved at parks and on seasonal lots and to have uniform for all parks. Moved by John Kozlowski and supported by Pam Kirchoff to approve the action item below. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the Camp Host Applications of Michael Batchelder and Alyssa McNeill as Beaver Lake Park Camp Hosts for the 2023 Camping Season, pending background check. If background check comes back clear, approve refund in the amount of \$221.56 to Michael Batchelder and Alyssa McNeill for their 2023 Camping Season as they will be Camp Hosts for Beaver Lake Park for 2023.**

CPR training certification update – Earl & Marcia Martin, and Heather and Chris Freehling completed. Earl reported that Green Township will do CPR training at the park and stop the bleed at the park to catch anyone else that did not complete.

#### MANAGER MONTH REPORTS

1. French Drain Project – Received quote from Rob Z and contacted Girard for quote who is not interested.
2. Store/Office – Marcia turned in copy of their insurance certificate. Earl reported that they replaced the old freezer and are doing some painting.
3. Pavilion Update – Earl gave an update. (wolverine cu donation application).
4. Vehicle update – Vehicle from Enterprise coming.
5. Equipment update - Tractor Bucket reinforced and completed.
6. Volunteer list needed for 2023 camping season for County Insurance purposes.
7. Miscellaneous
  - a) Trailer still at fairgrounds, needs new lighting, missing one ramp, hitch with a total estimate of \$150 to fix trailer (Parks Commission approved \$75 per park). Earl gave an update.
  - b) Wolverine Credit Union – Earl gave an update reporting they are working on two application requests to submit for the pavilion and water trampoline project.

#### NEW BUSINESS

Trade stumpgrinding and tree service for camping – Discussion and recommendation to do and to put number of trees into budget for 2024 project. Earl & Marcia will provide estimate from company for the committee (attachment #3). Moved by Pam Kirchoff and supported by John Kozlowski to recommend the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of two weeks free camping (valued at \$392) to company in Mio for tree and stump work (removal of two large and two smaller stumps, future downing of a tree and removal of its stump) for a total 5 stumps removed with the estimated total work amount of \$800-900 in trade for camping for the 2023 Camping Season.**

Earl reported that Duffy will be out this Thursday to put water on.

#### VACATION REQUEST

Managers Earl & Marcia Martin presented a request for a vacation to celebrate their wedding anniversary. Moved by Pam Kirchoff and supported by John Kozlowski to approve the vacation request for Beaver Lake Park Managers Earl & Marcia Martin to take vacation on August 24, 2023 through August 29, 2023 in honor of their 35<sup>th</sup> Wedding Anniversary. Arrangements will be made in advance for all payments required during that period of time to the extent possible; lock drop box is available. Motion carried.

Marcia reported would make arrangements all payments processed beforehand, campers can pay by money order, check or cash and put into envelope and put in the drop box. Can have Patrick stop by to check on reservations for them if need be or campers can contact Long Lake Park or Sunken Lake Park to make reservation payment by credit card. Camp Hosts can run the store for the managers. The managers will cover all basis.

## 2023 BUDGET

The committee reviewed and no budget concerns.

## PARKS PERFORMANCE REVIEW

The committee discussed and reviewed the current Parks Performance Review Form and recommend to update and the first review to be done before opening day of May 12, 2023.

## OTHER DISCUSSIONS

Earl reported on a bill from Pure Water Well received from Treasurer's Office in the amount of \$576.56 total for well issues at house, check valve went out on it, no water pressure, went out there three times but only charging going out there twice and on April 24<sup>th</sup> had to come back again, still creating issues and replaced section of pipe. Discussion and recommendation on two invoices received for service calls from Pure Water Well to contact them to clarify bills and to resubmit an invoice without sales tax as the County is sales tax exempt and have paid previous bills to Pure Well. The Committee recommended Manager Earl Martin to contact Pure Water Well to remove sales tax and resubmit an updated Invoice to be paid in the total amount of \$566.57. Moved by Pam Kirchoff and supported by John Kozlowski to approve the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

**ACTION ITEM #4: The Committee recommends approval to pay the bill to Pure Water Well for the service calls minus the sales tax with the total approved of \$566.57.**

Earl presented request to order trees for 2024 and committee recommended to bring to the 2024 budget discussions/recommendations meeting for Beaver Lake Park.

**Next Meeting: Tuesday, May 30, 2023 at 12:30 p.m. in the Howard Male Conference Room**

Chair Gerald Lucas informed the committee that he will not be available at the next committee meeting as he will be out of town.

## ADJOURNMENT

The meeting adjourned at 1:50 p.m.

Respectfully Submitted,

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Gerald Lucas, Beaver Lake Park Chair/PointPerson

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