

ALPENA COUNTY PARKS AND RECREATION COMMISSION

DRAFT MEETING MINUTES

Wednesday, April 8, 2026 – 5:00 p.m.

Howard Male Conference Room

CALL TO ORDER by Chair Kevin Osbourne at 5:00 p.m.

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

ROLL CALL: All members were present.

ADOPTION OF THE AGENDA

Chair Osbourne added two New Business items to the agenda, Beaver Lake Park managers and the Special Events fund. Motion by G. Fournier, second by D. Guthrie, to adopt the agenda with the New Business items, as presented. A voice vote was taken, motion carried with unanimous support.

PUBLIC COMMENT

Chair Osbourne called for Public Comment. There was no public comment.

PARK UPDATES & MANNING HILL UPDATE

- 1) Sunken Lake Park Manager Austin Barnett reported that he has been walking the park area to check on the snow levels. At this time, there is still quite a bit of snow in the park, unable to drive a vehicle through, and there is a small downed tree next to the lake. He has been putting the tables together and should be done in a couple of weeks.
- 2) Long Lake Park Manager Brian Ulch reported that they have made several trips to the park and have access to the house as it has been plowed. They do not have downed trees, just branch clean-up. He checked all the cameras to make sure they are functioning as they should be. He and Laura plan to head out next week to begin the process for opening.
- 3) Sunken Lake Park Manager Austin Barnett asked for the approved date that the seasonal campers are allowed to come into the park. Chair Osbourne said May 1st campers are allowed, if they are paid in full for the season and coming in before May 15th to assist in clean-up, prior to campground opening.
- 4) Beaver Lake Park update was provided by Board member M. Rhodes who visited the park two weeks ago. There is not the tree mess like last year and he was unable to enter the house due to the amount of snow and ice surrounding the house that he did not have the ability to move. He turned in keys to Kevin and kept one, he is planning to go out next week.
- 5) Board member B. Fournier informed that she has been in contact with Tammy Bates who wishes to remain on the Board representing Manning Hill Park.

CONSENT CALENDAR

Chair Osbourne presented the Consent Calendar for approval.

CONSENT CALENDAR

April 8, 2026

- A) Parks & Recreation Commission Meeting Minutes – March 23, 2026
- B) Sunken Lake Park Committee Meeting Minutes – March 23, 2026

Motion by D. Ludlow, second by D. Guthrie, to approve the Consent Calendar, which includes the filing of all reports and the minutes from the following meetings: Full Board March 23, 2026 (Regular Meeting); and March 23, 2026 (Sunken Lake Park Committee meeting), as presented. A voice vote was taken, motion carried with unanimous support.

TREASURER'S REPORT

Deputy Treasurer Nadeau presented the treasurer's report and balance sheet through March 30, 2026. At this time all accounts are flush, not requiring any transfers. She pointed out that Line Item 208-760-700.000, Manning Hill Expense, currently has a balance of \$145.71, which will need to be looked at before paying more bills. Motion by M. Rhodes, second by C. Lefebvre to receive and file the treasurer's report, as presented. Roll call vote was taken. AYES: Brenda Fournier, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes and Kevin Osbourne. NAYS: None. Motion carried.

APPROVAL OF BILLS

Deputy Treasurer Nadeau presented an additional bill total that needed to be added to the expense report of bills paid during the period March 24, 2026 through April 7, 2026. This will bring the bill amount total to \$2,416.94. Motion by M. Rhodes, second by C. Lefebvre to approve the payment of all bills paid during the period March 24, 2026 through April 7, 2026, and pay the remaining bill, as presented by the Deputy Treasurer. Roll call vote was taken. AYES: Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes, Brenda Fournier and Kevin Osbourne. NAYS: None. Motion carried.

NEW BUSINESS

1) Chair Osbourne opened discussion on the grant application the Board would like to submit to the Youth and Recreation Commission. Board member D. Guthrie explained that the Merry-Go-Round at Sunken Lake Park has been disposed of as it was very old and unsafe. Four replacement quotes were obtained and a decision has been made to use the quote received from Game Time for \$11,791.94. The Game Time model houses the most occupants and is more suitable for their use. The grant request will be for \$10,000.00, with a match of \$1,791.94 provided by the Parks and Recreation Commission. Motion by B. Fournier, second by D. Guthrie, to approve a grant request submission to the Youth and Recreation Commission in the amount of

\$10,000.00, with a match of \$1,791.94 provided by the Alpena County Parks and Recreation Commission, covering the Game Time quote of \$11,791.94 for installation of the Merry-Go-Round at Sunken Lake Park, as presented. Roll call vote was taken. AYES: Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes, Brenda Fournier, Lucille Bray and Kevin Osbourne. NAYS: None. Motion carried.

2) Chair Osbourne looked for a motion to provide each park with \$300.00 to utilize for expenses associated with events held during the camping season. Motion by D. Guthrie, second by C. Lefebvre to provide funding, as presented. After discussion, the above motion was modified by D. Ludlow, second by M. Rhodes, to establish a Line Item for each of the three parks for event expenses, and fund the Line Item not to exceed \$300.00 per fiscal year, as presented. Roll call vote was taken. AYES: Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes, Brenda Fournier, Lucille Bray, Dan Ludlow and Kevin Osbourne. NAYS: None. Motion carried.

3) Administrator Osmer addressed the Commission regarding a proposal of developing a management position to oversee all three parks and work as a buffer between the Commission and park managers. This would benefit the park managers so they can be freed up a little, without being required to attend several meetings a month during the busy season. He provided more of his reasoning and is offering to research and put together a memo if there is interest. Motion by C. Lefebvre, second by M. Rhodes to direct the Administrator to formulate a plan for the development of a Parks and Recreation Director position, as presented. A voice vote was taken, all in favor except G. Fournier, who was opposed. Motion carried with unanimous support.

4) Chair Osbourne informed that interviews were held today for the Beaver Lake Park Managers, and the Personnel Committee has recommended that their selections be provided job offers contingent on passing background check and drug testing. Motion by D. Guthrie, second by D. Ludlow to move forward with the hiring process, as presented. Board member B. Fournier expressed her concern regarding the prospective managers, she is proposing that the park be managed without on-site managers. She described how she feels that situation could work and would like it to be researched. Roll call vote was taken to proceed with the hiring process recommended above. AYES: Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre and Kevin Osbourne. NAYS: Brenda Fournier and Gerald Fournier. Motion carried with unanimous support.

5) Chair Osbourne received a refund request from one of the seasonal campers who last year, was one of the four campers that routed their grey water into the woods at Long Lake Park. This action resulted in those campers being banned from Long Lake Park during the 2026 season. Deputy Treasurer Nadeau has been contacted by one of the campers requesting this year's \$150.00 deposit be refunded. The No Refund policy was explained; however this camper has learned that another banned camper has been refunded their deposit. Motion by D. Guthrie, second by G. Fournier, that the

camper in question be refunded their \$150.00 deposit, as presented. Roll call vote was taken. AYES: Gerald Macarthur, Dave Guthrie, Kristie Morlan, Michael Rhodes, Brenda Fournier, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier and Kevin Osbourne. NAYS: None. Motion carried with unanimous support.

OLD BUSINESS

Board member L. Bray addressed the one page campground handout that she developed last year from a sample received from the city campground in Petoskey. She will proof it to make sure that it complies with the adopted ordinance and get a quote from Allegra for copies on a thicker paper. She asked managers if the handout would be usable to them, and if they have any corrections or additions. Laura Ulch said that she would use it in the campground packet, and she keeps a printed copy of the Parks Ordinance on hand to assist in issues that need more clarification. Lucille will bring the cost for copies from the printer to the next meeting for approval.

COMMENTS FROM THE BOARD

There were none.

***Next Meeting: Wednesday, May 13, 2026, at 5:00 p.m. in the Howard Male Conference Room**

ADJOURNMENT

Motion by D. Ludlow, second by M. Rhodes to adjourn the meeting. Motion carried. The meeting was adjourned at 5:56 p.m.

Respectfully Submitted,

Lucille Bray, Secretary
Alpena County Parks Commission