

Sunken Lake Park Committee
DRAFT Meeting Minutes
Thursday, January 25, 2024 at 1:00 p.m.
Howard C. Male Conference Room

The Sunken Lake Park Committee met on Thursday, January 25, 2024 at 1:00 p.m. at the Howard C. Male Conference Room.

Sunken Lake Park Committee members in attendance were Robin Lalonde, Kevin Osbourne (Temporary assignment) and Chuck LeFebvre. Managers: Erin Felax , Keith Felax (excused for employment).

CALL TO ORDER

Chair Chuck LeFebvre called the Sunken Lake Park Committee meeting to order at 1:02 p.m.

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

ROLL CALL: Chuck LeFebvre, Robin Lalonde, and Kevin Osbourne present.

PARK CO-MANAGERS REPORT – discussed later in agenda.

OLD BUSINESS:

- a) Camp Spot Update- Erin brought to the board that Camp Spot has been working well, Occupancy is already at about 32% in comparison to ending last year at about 48%. The Clover equipment is still not functional and possibly may not even be necessary; will be discussed more at the Managers Meeting on Tuesday.
- b) Spark Grant RFP update – On Monday January 22nd a meeting was held at noon in the Howard Male Conference Room, in attendance were Kevin Osbourne, Parks and Recreation Chair; Chuck LeFebvre, Sunken Lake Committee Member; and Erin Felax, Sunken Lake Park Co-Manager. After discrepancies in the time of the start of the meeting (12 or 1 pm), Chuck was excused for a 1 pm appointment. Kevin Osbourne and Erin Felax opened the single RFP submitted to review.
- c) Youth and Rec Grant update -Erin explained that to start the process of this grant she would need approval from this committee to bring before the Parks and Recreation Board the purchase of the Mobility Mat and the Parts of the Kayak Launch through approved companies and having these items ready for when maintenance could schedule the building of the dock that will include the kayak launch. If the individual pieces are not over the \$5,000 threshold for bidding Erin asks that the items be purchased from the companies presented to the Youth and Recreation Grant Committee. (See attached) Motion by Kevin Osbourne with support from Robin Lalone to add this to the Parks and Recreation Board in February. Motion carried. Motion by Robin Lalonde and support from Chuck LeFebvre to allow CoManager Erin Felax to attain bids and present at the next Committee meeting, if it is determined that the Mobility Mat or the Kayak Launch will need bids acquired. Motion carried.
- d) Manager House Roof and Furnace Update- With some board and committee assignment changes Erin wanted to bring everyone up to speed that the Manager's house has 3 deteriorated chimneys and a leaking roof, currently tarped to prevent more damage; a new roof or extensive repair is needed in 2024. Also, after the furnace repairs were done last fall it was deemed that the current furnace is not worth

more repair, so we will make do until next fall; two estimates were obtained and Wes Wilder has these for review.

BUDGET REVIEW/ADJUSTMENTS FOR 2024

- GFL bill from 2023/2024 – an October 2023 GFL bill resurfaced for \$395 saying it was not paid for. This was paid again in January 2024 due to an account misappropriation. After many discussions, it was resolved between Cindy and GFL representative. Erin asks that Sunken Lake Park not be billed a second time from her budget (once in 2023 and once in 2024) Robin said she would also make sure with Cindy.
- A Propane Plus statement was mailed to the Commissioner's office, Lynn called and explained that we cannot pay off a statement and asked that an invoice be sent to be paid. It still has not been sent as of 1-24-2024, Chuck will investigate it.

NEW BUSINESS

1. Marty Thomson's position update – Discussion that Robin Lalonde will be replacing Mr. Thomson on the Sunken Lake Park Committee, and that Parks Chair Kevin Osbourne will temporarily sit on the Committee until a new person is found, interviewed, and accepted by the Parks Board. Lynn Bunting informed Erin on Wednesday that a candidate has applied.
2. Capital Improvements for 2024 not budgeted as approved. - When the previous County Administrator was readying for her departure, it was noted that the 3 Capital Improvement Projects were either not budgeted or not fully budgeted. Lynn has noted that \$2,500 was budgeted for the quick connect forks for the tractor and that \$2,500 was also set aside for the new picnic tables to be purchased/assembled in the new Rustic sites; both items are to come out of GL#208-758-933-000 which was budgeted for only \$5,000 total. The necessary tree work was not noted in the 2024 budget, which was \$5,000 including stump removal and dead fall trees.
3. Star link password cost and possibilities (Legalities) – It has been asked by a couple of the seasonals and many of the “weekenders” if we will at some point have WIFI available in the campground for use or purchase. Discussion on whether the Star link unit can handle more users, Kevin also has a Star link unit and feels it should be able to hold the additional users. As for charging a fee, Robin will ask other Campgrounds not in the County’s employ if they charge for WIFI use. It was agreed that it would be a good selling point for reservations of work-from-home campers who may not come to the park if the service isn’t good enough for their needs. Further discussion at the next meeting will be discussed after more information is obtained.
4. Is Egle Permit for the beach project needed? – Erin has started the process of finding out what is needed for permits to improve the beach and swimming area at the park. She has contacted the local health department, EGLE, and a specialty unit in the EGLE WRD Land and Water Interface Permitting Unit. More updates at the next meeting.
5. Site #32 Cancelled seasonal – Erin will be leaving this as a regular site now.
6. New tent site pricing? When the new tent-only site is made in the park Erin wanted guidance if a new cost would need to be implemented or if the current regular hook-up rate would be fine as the site has power and water if the campers wanted. (Named T1), Also discussed was if because this new site is over the septic field would a firepit be wise or if a raised firepit would be best. All members thought contacting the local health department would be best for guidance on the correct route. When getting this information Erin will ask for a layout of the field for Campground records and share it with the committee.

It should be noted that this site will be fenced in to not have any campers who think they can park ON the site; they will have designated parking across the road approximately 6-8 feet away.

7. Waterfront seasonals (Long Lake has for \$3,000 each) – Approved in 2023 was new pricing for Long Lake Campground to have Seasonal Lake Lots available, Erin didn't know if this would be at all Parks or not, and felt we are small enough that it's not needed unless required.
8. 2024 Check-in Packet (attached) Erin would like approval to move this Packet up to Full Board for approval of use this season. The committee was ok with that and said it looked nice and informative.

ADJOURNMENT

Moved by Kevin Osbourne and supported by Chuck LeFebvre. Motion carried. The meeting adjourned at 2:25 p.m. Motion carried.

Respectfully submitted,

Chuck LeFebvre, Sunken Lake Committee Member

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*Next meeting: Wednesday, February 21, 2024, at 1:00 p.m. in the Howard Male Conference Room