

BEAVER LAKE PARK COMMITTEE  
**DRAFT MEETING MINUTES**  
DATE October 28, 2024 at 4:30 p.m.  
Howard Male Conference Room

COMMITTEE MEMBERS PRESENT: Gerald Lucas, Pamela Kirchoff, Lucille Bray (for John Kozlowski)

Beaver Lake Park Managers Earl Martin and Marcia Martin

OTHERS PRESENT: None

Chair Lucas called the meeting to order at 4:30 p.m.

### **MANAGER MONTHLY REPORT**

Beaver Lake Park Managers Earl Martin and Marcia Martin presented the following for discussion:

#### Projects

Deck project is getting close to wrapped up. Need to finish leveling dirt around sidewalk. Dylan will be out this week to assist with hand rail at ramp. Solar caps have been ordered and will be installed upon arrival.

Have purchased four 4-sided table frames with two for the deck and two for the concrete slab at the pavilion. Will need to build those over closed season. Gerald Lucas inquired whether we were going to use cedar planks - he has a friend who builds those. Will look at options with intent to have tables built and ready to go for opening.

Hand rail has been installed at the cabin and rail on sidewalk up to residence has been completed.

Pam Kirchoff inquired about the status of the patio door. Still no news on rebate which is what Jon Schulze was waiting on. If doesn't come thru in next couple of weeks, Jon will probably just get it done before the weather gets too bad/cold and work it out.

Campgrounds – picnic tables and rings have all been staged for offseason, with exception of camp hosts'.

May need some more repairs on picnic tables and/or look at getting new frames for additional picnic tables. Earl Martin indicated he thought about checking with the welding class at ACC as they would most likely just charge for material. Alternatively, talked about checking with Superior Fabrication. Gerald Lucas also indicated that managers should check on Amazon for comparative pricing.

Will call Duffy to come out sometime next week to get water shut down at all three parks.

**Tree clean up – still need to take several down during closed period. Would look to do so with assistance of volunteers and possibly some equipment / time with Rob Zielaskowski. Committee requests that this issue be added to Parks agenda in November so that we have authority to move forward when we can.**

Other – Managers indicated that they would be looking to have the annual routine maintenance on residence furnace completed as well as get the air ducts blown out

## **OLD BUSINESS**

FYI - Earl is still waiting to get paid for working at Sunken Lake in June/July

### **Grants update –**

#### **Youth & Rec**

- 2024 – deck project as discussed above (which includes grants from CFNEM & Ossineke Twp) Ossineke Township needs invoice. Managers will coordinate with Cindy in Treasurer’s office to prepare that. Managers also intend to do thank you letter/packet to all three entities and would also like to do a plaque recognizing contributors to have placed at / near deck in the spring.
- Mini grant from Youth & Rec – items ordered and received. Budget adjustment request for slight increase in costs as below.

## **BUDGET –**

**ACTION ITEM 1: The Committee recommends transferring the sum of \$50.00 from 208-757-933.000 Grounds Maintenance to 208-760-965.105 Youth & Rec Mini Grant to cover the balance from changes in pricing.**

The Committee also discussed the need to increase the lights line item as there would be insufficient funds to cover projected expenses.

**ACTION ITEM 2: The Committee recommends a budget adjustment increase to bring remaining balance of Lights, Line Item 208-757-921.000, up to \$1500.**

## **NEW BUSINESS**

**County Truck** - Engine light came on Truck was recently in for an oil change so had them check it out. Purge pump – emissions evaporation system is failing. Is covered under warranty - just need authorization to proceed with replacement/repair. Committee concurred that discussion should be had with Chairman Osbourne to obtain approval to proceed. Tentatively scheduled for Thursday of next week. (update – following meeting, Earl Martin conferred with Chair Osbourne who authorized him to proceed as needed)

Also during visit to dealership, was advised there was a recall on a module update – needs upgrade. Question raised as to who is receiving notifications of recalls on the county vehicles? (this too was mentioned to Chair Osbourne who indicated he would check into it).

EGLI licensing – application is incorrect. Committee provided managers authorization to correct as necessary and submit to Treasurer’s office

Brief discussion regarding future meeting dates. Mondays @ 4:30 generally work well for everyone so will continue with that schedule. Marcia Martin will draft up proposed 2025 schedule for approval at next month’s meeting

EOY Evaluations - question regarding how are we handling these? In years past, the committee has reviewed these with the managers. Pam Kirchoff will check with Chairman Osbourne but presume at this point, that these will be discussed at next week’s full Commission meeting. Discussion regarding need to change form to include things such as measurable activity, setting goals and noting achievements / above and beyond actions, etc.

**The Committee requests that an agenda item be added to next week’s meeting for discussion regarding bonus pay.**

There was also some discussion regarding the purpose and structure of the Points Persons Committee. Originally, the purpose was to take matters up from committee level to the Point Persons for discussion and then recommendations to the full Commission.

**The Committee requests that agenda item be added to next week’s meeting for purpose of discussion regarding Point Persons Committee / structure.**

OTHER:

ADJOURNMENT: The meeting adjourned at 5:36 p.m.

**\*Next Meeting: DATE Monday, November 25, 2024, at 4:30 p.m. in the Howard Male Conference Room**

Respectfully Submitted,

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Gerald Lucas, Beaver Lake Point Person

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