

ALPENA COUNTY PARKS AND RECREATION COMMISSION

DRAFT MEETING MINUTES

Wednesday, August 13, 2025 – 6:00 p.m.

Howard Male Conference Room

CALL TO ORDER by Chair Brenda Fournier at 6:00 p.m.

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

ROLL CALL: All members present except P. Kirchoff, who was excused.

ADOPTION OF THE AGENDA

Motion by D. Guthrie, second by G. Fournier to adopt the agenda as presented. A voice vote was taken, motion carried with unanimous support.

PUBLIC COMMENT

Long Lake Park Host Tammy Kisch addressed her struggle to keep the bathrooms clean from bugs. They are all over the sinks and showers and that is due to the constant lighting that attracts the bugs. They have received numerous complaints from campers. She is recommending motion lights at the bathroom entrance and showers. She also needs heavier weights for the buoys that are the channel markers, as they don't remain where they are required to be placed, for very long.

PARK UPDATES & MANNING HILL UPDATE

1) Long Lake Park Manager Laura Ulch said things are moving smoothly at their park. She is currently working on getting quotes for the posts.

2) Sunken Lake Park Manager Austin Barnett updated that things are also moving smoothly at his park. He is currently working on cleaning remaining ice storm brush from the island, and is wondering if he is allowed to cross the bridge with the tractor. After discussion, he was informed that he can do so. He also removed four stumps that had been in the campground for some time. He brought in the white swimming platform as it was 6-8 inches under the surface of the water and placed it on the shore. When he flipped it over to inspect the condition, he found three large cracks on the underneath, most likely from winter freezing. He is currently in the process of working on disposal. He has gotten rid of the empty plastic 55 gallon drums that were stored on the side of the barn. To address the washout problem at the entrance of the park, C&S Carriers is donating 15 tons of road gravel.

Austin said that although there is a new business agenda item for a new chainsaw at his park, he wanted to clarify that he is not looking to purchase a "new" chainsaw. He is using a used chainsaw that works very well and he can purchase for \$200. G. Macarthur, who is familiar with the chainsaw stated that he supports this purchase, which will help their budget. G. Macarthur further addressed removal of the playground equipment, the merry-go-round and the slides. He has resources to

transport and dispose of both items. If they were to be taken to the scrap yard, the charge is \$50. Asked if the park wants a replacement merry-go-round, Beaver Lake Park Manager Earl Martin offered theirs, works great, bearings just replaced. He indicated he would be interested in getting rid of it down the road. At that time, Long Lake Park Manager Laura Ulch said they could use it at their park. Asked by Chair Fournier where they would place it, Laura indicated she has a couple of possible locations. G. Macarthur said that the merry-go-round comes attached to a block of concrete that cannot be picked up with a tractor. With this information, the idea was scrapped.

Chair Fournier asked Austin for more information on the problem at his park of defecation instances in the men's bathroom. There have been two instances where it has been spread on the walls and floor. G. Macarthur feels that it is a seasonal camper who is doing this while drunk, as it has happened during the week when there are very few new campers. Administrator Osmer informed that he has spoken with two business owners on Chisholm Street who have experienced the same problem. Their solution right now is to place their restrooms out of order, which we cannot do at our parks.

Motion by G. Fournier to allow G. Macarthur to proceed with the removal and disposal of the Sunken Lake Park playground equipment, consisting of the merry-go-round and slides, as presented, second by K. Osbourne. A voice vote was taken, motion carried with unanimous support.

Motion by D. Guthrie to allow Sunken Lake Park Manager Austin Barnett to purchase a used chainsaw for \$200, as presented, second by M. Rhodes. Roll call vote was taken. AYES: Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Michael Rhodes and Brenda Fournier. NAYS: None. Motion carried.

3) Beaver Lake Manager Earl Martin reported that things are going as smoothly as can be expected, with the exception of a couple of recent incidents. There was a situation where a camper removed another camper's boat. A complaint was filed, he feels the situation has been diffused. The second incident involves a camper that arrived on a Friday and was later found unconscious on the side of the road on M-65. He was informed by the sheriff department that she was taken to the hospital and is currently incarcerated. Someone has come to the park to pick up her camper, he obtained a copy of their driver's license and has the license plate number of the vehicle. He is requesting that some kind of document be generated that prohibits this individual from staying at any of the county's parks. Chair Fournier said she was contacted regarding the boat incident by the owner who was upset during their conversation. Earl Martin explained that the incident is mainly pertaining to the boat docks, of which there are very few in their park, with a first come, first serve rule. Docks cannot be reserved and blocked from use when owners go out in their boats. He will be speaking with this camper to further explain the rule this weekend. Vice Chair Osbourne would like an incident report written up with the names of all the parties involved, to document the rules violation.

CONSENT CALENDAR

Motion by K. Osbourne, second by D. Ludlow to approve the Consent Calendar, which includes filing the minutes from the following meetings: Full Board June 11 and July 9, 2025 (Regular meetings); July 17, 2025 (Long Lake Park Committee Meeting Minutes); July 28, 2025 (Beaver Lake Park Committee Meeting Minutes); and July 30, 2025 (Sunken Lake Committee Meeting Minutes), as presented. A voice vote was taken, motion carried with unanimous support.

TREASURER'S REPORT

Deputy Treasurer Nadeau presented the monthly treasurer's report and balance sheet through August 31, 2025.

1) Line Item 208-759-801.001, Long Lake Park Campspot Fees, is currently over-budget by \$686.41, after payment of fees, which have increased. Deputy Nadeau is recommending transferring \$1,700 from General Fund to cover the over-budget and also have enough for the next payment. Motion by D. Ludlow, second by K. Osbourne for the Treasurer to transfer the funds as presented above. Roll call vote was taken. AYES: Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Michael Rhodes, Lucille Bray and Brenda Fournier. NAYS: None. Motion carried.

APPROVAL OF BILLS

Deputy Treasurer Nadeau presented additional bills that needed to add to the expense report of bills paid during the period of July 7, 2025 through August 12, 2025, which will bring the total of bills paid to \$248,549.20. Motion by G. Fournier, second by K. Osbourne to pay remaining bills as presented by the Treasurer. Roll call vote was taken. AYES: Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow and Brenda Fournier. NAYS: None. Motion carried.

NEW BUSINESS

1) Chair Fournier presented questions regarding the policy on watercraft mooring at the parks. As this subject is an item that will be introduced further on the agenda, Vice-Chair Osbourne moved to form a sub-committee consisting of himself, L. Bray and G. Fournier to meet and begin work on ordinance updating, presenting to Full Board for approval. Updating will need to be accomplished by December. No vote taken, all in agreement of the proposal.

2) Chair Fournier opened discussion regarding her recommended budgetary cut to initiate disposition of the county provided vehicles to the Beaver Lake and Long Lake Park managers, effective December 31, 2025. She explained that reviewing lease and maintenance costs indicate there would be a savings of \$28,400. Moving forward, managers will be required to document mileage to turn in for reimbursement. Beaver Lake Park Manager Earl Martin asked if the county had looked into purchasing used vehicles to reduce the cost as he disagreed with being required to utilize his personal

vehicle. D. Guthrie explained that all avenues have been discussed and this is the most cost effective decision for the County.

Chair Fournier continued the cost cutting discussion by informing that after budgetary review of expenses, she is proposing a rental charge to the park managers of \$200 per month, to take effect January 1, 2026. All the utilities and other expenses will still be absorbed by the county.

Motion by D. Guthrie to terminate vehicle leases for the two vehicles utilized by the Beaver Lake and Long Lake Park Managers, effective December 31, 2025, as presented, second by G. Fournier. Roll call vote was taken. AYES: Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Michael Rhodes, Dan Ludlow, Chuck Lefebvre and Brenda Fournier. NAYS: Lucille Bray. Motion carried.

Chair Fournier asked for a motion to initiate a house rental fee to the Parks Managers of \$200 per month, beginning January 1, 2026. Motion by G. Fournier, second by K. Osbourne to move ahead with the rental fee proposal, as presented. Discussion ensued with Beaver Lake Park Manager Earl Martin unhappy with the motion. Chair Fournier informed him that the rental fee is for living in the house at the park. If they choose to not pay the rental fee, then they are allowed to move back into their house in town. She stressed that if they do move out of the house, they are still required to fulfill the duties of their employment. Roll call vote was taken. AYES: Gerald Fournier. NAYS: Dave Guthrie, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Macarthur and Brenda Fournier. Motion failed.

3) C. Lefebvre addressed the mold situation in the house at Sunken Lake Park. He has conducted research into locating someone who could analyze our situation. Since he discovered that the local health department indicated its non-availability to perform an inspection, he located a business that can conduct an inspection that meets state and federal requirements for approximately \$2,000. Vice Chair Osbourne asked Sunken Lake Park Manager Austin Barnett about the tests he has conducted from the home kits purchased at Home Depot. After the thorough cleaning Austin has done to remove the mold, he has conducted several tests that are not showing any indication of mold. Chair Fournier stated that she further contacted the local health department and Servicemaster to inquire about accuracy of the home tests performed. Response from both sources indicated sufficient testing, Servicemaster offered to perform the same test for \$150. She is comfortable making the decision to allow Austin and his family to proceed moving into the house full time.

4) Vice-Chair Osbourne introduced discussion into his request for adding playground equipment in the day use park at Beaver Lake Park, to the Youth and Rec Grant playground equipment being purchased under the grant for Sunken Lake. Since bids have recently been received and approved, he wants to add Beaver Lake Park without requiring another bidding process. He has provided copies of two pricing options received from the contractor, both options fall within the budgeted \$45,000 that can be used. When asked for input from Beaver Lake Park Manager Earl Martin, he

responded that he recommends placing the equipment in the park next to the existing playground equipment, and he is recommending Option 1 from the contractor, which is slightly higher at \$44,678.91. He feels that option has some better quality equipment that also would reach out to older kids, and is larger geographically. Motion by K. Osbourne, second by M. Rhodes, to accept the Option 1 bid from Sinclair Recreation for the additional playground equipment at Beaver Lake Park in the amount of \$44,678.91, as presented. Roll call vote was taken. AYES: Dave Guthrie, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur and Brenda Fournier. NAYS: None. Motion carried.

5) The condition of the roads at Beaver Lake Park was addressed next. M. Rhodes inspected the roads at the park with park manager Earl Martin. Even though his visit was after some hard rain, he says the roads in the park are seriously deteriorated. The drive to the boat ramp is completely destroyed to actually non-existent, the drive going around the day use park is also in bad shape. Earl has spoken with Adrian Macarthur who stated he can tear up the day use road and apply millings for \$3,600. Earl has spoken with his park committee and requested that the \$6,000 reserved in capital outlay for the new mower be utilized to do the work for \$3,600. He has received a quote for \$8,500 for the boat ramp repair. Utilizing the remaining capital outlay funds and general fund providing the remaining necessary funding, will take care of fixing 99.5% of fixing the park's deteriorated roads. During discussion, G. Macarthur indicated that currently the millings supply is very low, they are unsure of when they will be able to get more. Motion by K. Osbourne to move forward with repair to the Day Use Park road, utilizing \$3,600 from capital outlay, second by M. Rhodes, as presented. Roll call vote was taken. AYES: Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie and Brenda Fournier. NAYS: None. Motion carried.

6) Discussion pertaining to electric vehicle charging stations at the parks was tabled by Vice-Chair Osbourne as there was not enough information available to make a decision.

INFORMATIONAL ONLY

The June 2025 Monthly Fuel Usage Report was received and filed.

OLD BUSINESS

1) The Proposed Campground Manager Job Description and Parks Campground Policies – Park Handout submitted previously by L. Bray was addressed as to any additions or corrections by board members. These were tabled for possible discussion at the next meeting after review by the above newly formed ordinance committee.

2) Secretary L. Bray introduced a draft Tickler of previously discussed subjects that are unresolved and need further research and discussion in order to make decisions. She will keep it updated.

3) Chair Fournier addressed the board that Vice-Chair Osbourne has requested he be able to attend the Camp Spot training that is being held in Grand Rapids. Cost of the training is \$199, he will not require lodging, just meals and mileage. Motion by D. Guthrie, second by G. Macarthur to approve the training request for Vice-Chair Osbourne to attend Camp Spot training, as presented. Roll call vote was taken. AYES: Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne and Brenda Fournier. NAYS: None. Motion carried.

***Next Meeting: Wednesday, September 10, 2025, at 6:00 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 7:58 p.m.

Respectfully Submitted,

Lucille Bray, Secretary
Alpena County Parks Commission