

ALPENA COUNTY PARKS AND RECREATION COMMISSION  
**DRAFT MEETING MINUTES**  
Wednesday, June 12, 2024 – 6:00 p.m.  
Howard Male Conference Room

CALL TO ORDER by Chairman Osbourne at 6:00 p.m.

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

ROLL CALL: Roll call was conducted with all members present except for C. LeFebvre, who was excused.

**ADOPTION OF THE AGENDA**

Adoption of the Agenda with the amendment of polices as they relate to camp managers. This was moved by G. Fournier, seconded by D. Ludlow; motion carried.

**APPROVAL OF CONSENT CALENDAR**

The consent calendar was approved with one item being pulled regarding BLP, this item was moved to the end of the agenda. This was moved by R. Lalonde, seconded by G. Fournier; motion carried.

PUBLIC COMMENT: Bob Alloway spoke in favor of keeping the dock at the old boat launch at LLP. K. Pratel shared that they will be moving the dock near the “day use” area for public use. Daniel Gapske spoke requesting a reduction in a seasonal lot at LLP as he felt he was not given a lot that was usable as it was uneven. Jesse Osmer spoke to clarify that although he is no longer on the board he will continue as secretary for the remainder of the year; he also stated that there were some loose ends on finalizing the work on two subcommittees, 1) Restructuring of the Committee and the County Admin’s roll, and 2.) Creation of a bonus rubric; the policy manual for the parks managers will be worked on by Lynn Bunting over the next two months, this will encapsulate the last two years of Parks Board policy; the online filing fee language has been clarified at the last full board meeting; finally, that he may be back in the future to request the Parks Board contribute an amount to the County’s general fund for 2024 and 2025. Matt Srebnik spoke with concern to children recklessly driving golf carts at LLP.

**TREASURER’S REPORT**

Deputy Treasurer Cindy Cebula gave the Treasurer’s Report. The motion was made by G. Fournier and seconded by K. Pratel to accept and file the report. A roll call vote was taken and passed unanimously.

**APPROVAL OF REFUNDS AND BILLS**

No refunds were requested. Deputy Treasurer Cindy Cebula created three new line items for vehicle maintenance. The motion was made by R. Lalonde to move \$120 into the new line item, seconded by K. Pratel; motion carried.

It was reported that the co-manager from LLP brought in a “Scraps” check in the amount of \$90. The money cannot go into miscellaneous revenue, it would have to go into the parks’ general fund. There was also a request for clarification on where this money should go in the future. The

motion was made by R. Lalonde to place this money into parks general/misc. revenue (208.760.684.000), seconded by D. Ludlow; motion carried.

Discussion on replacing windows at Beaver Lake Park. The question was as to which line item would pay for this project. It was noted that those funds should have been transferred, but that that was never done. After discussion it was determined it would come from the line item for the pavilion project. The motion was made by K. Pratel that \$3,789.00 be taken from "Parks General" to pay for the project, seconded by G. Lucas. A roll call vote was taken and passed with unanimous support, except for J. Kozlowski who voted no. Motion carried.

The Deputy Treasurer presented an invoice from Jon Schulze Construction in the amount of \$7,288.91 for payment. The motion was made by G. Lucas to pay the bill, seconded by P. Kirchoff. A roll call vote was taken and passed with unanimous support. Motion carried.

Beaver Lake Park Deck Estimates were presented for consideration. After discussion the motion was made by G. Lucas, seconded by R. LaLonde to go with the bid put forth by Dylan MacNeill. A roll call vote was taken and passed with unanimous support, except for P. Kirchoff who abstained from the vote. Motion carried.

Earl Martin requested time to discuss park policy. He brought up that due to recent issues at the park, he felt it was needed to have clarification on whether they can address certain issues and confrontations between management and patrons. The Chairman felt that the current language already allows the managers to address issues and maintain order. Mr. Martin then asked if this would extend to the camp hosts as well, R. LaLonde expressed that camp hosts should report issues to their management and that the language should not extend to the camp hosts.

Issues were discussed regarding issues with technical issues that parks were experiencing with taking credit cards through Camp Spot, through Clover Connect. After discussion R. LaLonde volunteered to take on the task of having our I.T. Department visit the parks in need of assistance to help get the matter taken care of. The Chairman agreed.

Repairs to the Sunken Lake Park house was discussed. The motion was made by J. Kozlowski to approve the roof repairs and chimney removal with the funds to come from the line item that covered the Long Lake Park pole barn, seconded by D. Guthrie. Discussion ensued with the Deputy Treasurer noting that the funds would be moved from line item #208.759.972.001 to a newly created line item covering this project which will be #208.760.972.012. A roll call vote was taken and passed unanimously. Motion carried.

The Long Lake Park truck repairs were discussed. It was determined that the truck is not worth repairing. However, it was also discussed that we should remove the \$8.00 charged by Enterprise to track maintenance on this vehicle. There was also a request to get limitations/lease language from Enterprise to make a final decision. Directions were given to J. Osmer to take care of this matter as soon as possible.

Discussion was held on paying the Sunken Lake Park manager for Long Lake Park coverage from weeks in May in the amount of \$250 to be paid from line item 208.759.704.000. The motion was

made by R. LaLonde, seconded by D. Ludlow. A roll call vote was taken, and the motion passed unanimously. Motion carried.

Discussion was held on granting authorization for the Alpena County Parks Chair to obtain a cell phone. It was thought this had already been passed by the parks board but was not submitted to the full board for consideration. It was decided amongst the commissioners who sit on this board that they would ensure it was taken care of at their next meeting.

**MANNING HILL PARK UPDATE:** Tammy Bates inquired as to the status of the contract to have the work previously approved started. It was revealed that many could not open the attachment, had reached out to the gentleman who sent it, but had not heard back. Tammy said she would get a hard copy to review and approve.

**MONTHLY FUEL REPORT – Informational only.**

The report was reviewed, and some discussion was held on the amount of fuel used and differences from month to month. No action taken.

Discussion on volunteer policies and premiums. The question was as to whether the board should carry coverage for these individuals. It was decided that they would not, but that the board would explore the creation of a waiver to be signed to protect the county from possible liability.

The purchase of the LS Tractor from Summerix for Long Lake Park was discussed. This had been passed by a previous poll vote. The vote was confirmed by voice vote with unanimous support with the exception of P. Kirchoff, J. Kozlowski, and G. Lucas.

There was a discussion on the 50/50 tickets and fundraisers that have taken place at some parks in the past. It was discussed that the 50/50's should not be done anymore unless a license is applied for; however, Friends of the Park may apply for a license.

The Chairman brought up the fact that the Friends of Sunken Lake Park planned to shoot off fireworks. It was recommended we look at writing them a letter to give them permission and ensure that they are aware of our policy and that permission should be obtained. After discussion it was decided no action should be taken.

## **ADJOURNMENT**

Motion to adjourn made by J. Kozlowski, seconded by K. Pratel. Motion carried and the meeting adjourned at 8:16PM.

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Kevin Osbourne, Parks Chairman  
Alpena County Parks & Recreation Commission

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