

ALPENA COUNTY PARKS AND RECREATION COMMISSION
MEETING MINUTES
Wednesday, February 8, 2023 – 6:00 p.m.
Howard Male Conference Room

CALL TO ORDER by Chair Pam Kirchoff at 6:00 p.m.

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

ROLL CALL - PRESENT:

Pam Kirchoff	Chairman
Kurt Pratel	Vice Chairman
Jesse Osmer	Secretary (Commissioner)
Chuck LeFebvre	Planning Commission (via telephone)
Bill LaHaie	Commissioner
Gerald Fournier	Drain Commissioner
Gerald Lucas	Road Commission
Bonnie Krajniak	
Marty Thomson	

OTHERS PRESENT: Cindy Cebula, Chief Deputy Treasurer
Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant/Parks Recording Secretary
Earl & Marcia Martin - Beaver Lake Park Co-Managers
Sarah Jore - Long Lake Park Manager (via telephone)
Tammy Bates, Manning Hill Park
Terry Bates, Manning Hill Park
Commissioner John Kozlowski, guest
Patrick Martin, Fairgrounds Manager

Jeff Kowalski, absent.

ADOPTION OF THE AGENDA

Moved by Gerald Fournier and supported by Kurt Pratel to approve the agenda with the addition of the following: 1) Manning Hill Update, and 2) Committee Structure. Motion carried.

CONSENT CALENDAR/APPROVAL OF MINUTES

Moved by Marty Thomson and supported by Gerald Lucas to approve the minutes from the following meetings: January 11, 2023 (Organizational meeting); January 23, 2023 (Beaver Lake Park Committee meeting); January 25, 2023 (Sunken Lake Park Committee meeting); January 26, 2023 (Long Lake Park Committee meeting); and January 30, 2023 (PointPersons Committee meeting) as presented. Motion carried.

PUBLIC COMMENT

Commissioner John Kozlowski of Ossineke reported he received a letter from a camper stating she was removed from Sunken Lake Park and sent a letter to him and Jeff Kowalski and stated that he would like to respond back to her, as states she never heard a response back.

TREASURER'S REPORT

Chief Deputy Treasurer Cindy Cebula presented the monthly treasurer's report and balance sheet for January 2023. Moved by Marty Thomson and supported by Kurt Pratel to approve the Treasurers Report for January 2023 as presented. Roll call vote was taken. All ayes. Motion carried.

BILLS PRESENTED: Chief Deputy Treasurer Cindy Cebula presented total bills in the amount of \$35,119.15 for approval (Bills paid 01/12/23 to 02/07/23 \$19,702.07, Bills for 02/08/23 \$15,377.55, and Bills turned in at/before the meeting \$39.53 (\$1.19 & \$38.34) Moved by Gerald Fournier and supported by Marty Thomson to approve the bills as presented. Roll call vote was taken: All Ayes. Motion carried.

Discussion and recommendation to discuss later on in the meeting on having a resolution passed on who is the appropriate signers. Cindy clarified if over limit and if not on report present to parks commission meeting.

Cindy presented boat launch tickets. Moved by Gerald Fournier and supported by Kurt Pratel to approve the Chief Deputy Treasurer purchase the boat launch tickets from Garants. Roll call vote was taken. All ayes. Motion carried.

Refunds: No refunds presented.

NEW BUSINESS

- 1) Fairgrounds Campground fees for 2023 – Administrator Hannah presented for approval reporting they do not have a seasonal rate and does the board want to create a seasonal rate for discussion. Certain spots during fair week and locate camper to different location. All have power, but not water. Discussion on Seasonal Rates for Fairgrounds Campground. Moved by Kurt Pratel and supported by Marty Thomson to approve the 2023 Fairgrounds Campground Fees with the change of increasing the garbage for noncampers from \$5 to \$10 and addition of Seasonals of \$1,600 with power for Alpena County residents with option of either a senior discount or a veterans discount. Roll call vote was taken: All ayes with exception of Gerald Fournier, nay. Motion carried.
- 2) AMA District 14 Ice Racing February 18-19, 2023 on Long Lake – Administrator Hannah spoke with Charter Township Supervisor of Alpena, Nathan Skibbe, and he is in support with providing resources through the township and County Maintenance Superintendent Wes and crew will plow on Friday and the AMA District 14 Racing representative, Chris Ice, has contact information for Wes and for Long Lake Park Manager Sarah. Administrator Hannah reported that Christ Ice had a question in regards to fire if they brought in fire rings and have someone monitor the fires if they have 3 they bring and if on their insurance and they bring in and clean up and monitor at all times. Kurt and Sarah reported they have no issues with those restrictions in place and Mary Catherine will contact Chris and have him contact Sarah with placement. Discussion and recommendation to inform them not to place the rings in the south beach area due to the grass. Moved by Kurt Pratel and supported by Marty Thomson to allow the AMA District 14 Ice Racing representative Chris Ice to have three warming stations and for the Long Lake Park Manager Sarah to make sure not on grass. Motion carried.
- 3) Park Management Employment Agreement Addendum – Mary Catherine presented the addendum to approve the Long Lake Park Manager Sarah Jore be paid \$300 per month due to working on cleaning up the system and taking reservations for Sunken Lake Park. Discussion and recommendation to compensate Sarah. Moved by Marty Thomson and supported by Kurt Pratel to approve the below Action Item as presented. Roll call vote was taken: All ayes. Motion carried.

ACTION ITEM #5: Recommend approval of the Park Management Employment Agreement Addendum with Sarah Jore effective January 1, 2023

to be paid \$300 per month to assist with Sunken Lake park and to be paid from the Sunken Lake Park Caretaker Contract line item #208-758-704.000 until the agreement is terminated by the Parks & Recreation Commission Chair and the County Administrator.

4) MI DNR Sparks Grant Application Update – No update yet. Mary Catherine that a presentation will be made with playground equipment options at the March 8 Parks Commission meeting.

OLD BUSINESS

1) Parks Ordinance – Chair Pam reported the Parks Ordinance has been discussed several times and time to make a decision with the draft new ordinance included in meeting packet and this ordinance will replace the current park rules. Previous discussion on alcohol, firearms, noise, and motorcycles at last board meeting. Mary Catherine reported that this ordinance will cover the fairgrounds if camping. Discussion and recommendation that visitors must abide by posted curfew and post curfew hours and quiet time hours at park. Vehicle has to be licensed to be on the road then can drive it on the park roads. Golf cart discussion and any issues with young people driving and Sarah reported need to be licensed driver but can drive with adult next to them and no issues if they abide by the rules. Mary Catherine noted that a sign can be posted that this particular road is an area that is allowed to drive a golf cart if need to. Discussion and recommendation to table to the next meeting to review. Moved by Kurt Pratel and supported by Gerald Fournier to have newer members review the proposed Parks Ordinance and make decision at next meeting. Motion carried.

2) Parks & Recreation Commission Bylaws Change – Mary Catherine presented an update to the current Bylaws reporting they need to be reviewed annually and the following updates were made:
1) Reference to old executive position, executive manager position to update with a few minor updates,
2) Biggest changes are the duties under Parks & Recreation Committee Structure: “Saying as the Commission have the ability to establish whatever committees to conduct business...without having to go back to change your bylaws every time and need approval by the board of commissioners and can do this during organizational meeting without having to change the bylaws every time.” Amendment of Bylaws recommend to make changes to them. Can leave committee structure with no changes. Can make decision every year at organizational meeting. Discussion and recommendation and can expand subcommittees if need with other members. Motion to accept the parks bylaws change as presented by Jesse Osmer and supported by Kurt Pratel. Roll call vote was taken: All ayes except Bonnie Kranijak, nay. Motion carried.

3) Committee Structure – Mary Catherine presented organizational charts to the board for a proposed committee structure with options for review and discussion. Discussion on committee structure and the need for this commission to broaden the scope. Marty reported that he will volunteer to go to another committee or stay on Sunken Lake Parkin addition to another committee if need. Chair Kirchoff reported possibility to expand and give attention to other county facilities as recreation to assist. Mary Catherine reported that there are limited resources at the county and the parks & recreation commission is an excellent resource for the county. Discussion on adhoc committee with additional people to help the parks & recreation commission members. Additional committee members from outside the commission are not stipend for per diem but would be a budgetary decision by the commission to make. Discussion on budgets and Mary Catherine reported the pool and NLA have their own funds and their own budgets. Discussion on organizational chart, who signs off on bills, park managers approval levels at a department level or supervisor level with approval through county or something else the parks commission would like to have for approval levels. Chair of committee would be parks commission member as a voting member and can attend any or all subcommittee meetings to participate or rely on chairman to keep them updated on what is going on in the subcommittee meetings. Chair Kirchoff reported not ready to make

any decisions tonight but will explore further and recommends to table until next meeting (April). Moved by Bill LaHaie and supported by Kurt Pratel to table until next meeting. Motion carried.

Chair Kirchoff reported the following Parks Commission Members are on the Subcommittees previously approved at the Parks Commission meeting:

Long Lake Park – Kurt Pratel, Jesse Osmer, and Gerald Fournier
Sunken Lake Park – Chuck LeFebvre, Marty Thomson, and Bonnie Krajniak
Beaver Lake Park – Bill LaHaie, Gerald Lucas, and Jeff Kowalski

4) Draft Parks Managers Contract – Chair Kirchoff presented the draft Parks Managers Contract for review by the board reporting that the contract is good until April 2023. Winter contract and seasonal contract reviewing. Moved by Jesse Osmer and supported by Marty Thomson to adopt the park managers employment agreement as presented. Termination within a number of days (clause). Roll call vote all ayes. Motion carried.

Discussion on addendum on how firewood sales are handled and how the firewood collection is handled. Motion was made by Kurt Pratel and supported by Bill LaHaie to approve the addendum on how firewood sales are handled and collected as presented. Roll call vote was taken: All ayes. Motion carried.

5) LLP Boat Launch Update – Mary Catherine reported being reviewed and 30 days left on timeline for DNR to review.

6) AdHoc Committee – Chair Kirchoff reported to begin on working on a new system for reservations and if anyone else would like to join this committee. Marcia & Earl reported that they would like to join. Chair Pam reported currently there is Jeff Kowalski, Mary Catherine Hannah, and herself with additions of the parks managers, fairground manager, County Treasurer, and County IT Director. Chair Kirchoff stressed the importance of having an online reservation system and upgrading the current system to a newer system.

MANNING HILL UPDATE

Tammy Bates gave a background for the newer members reporting that in 2014 served on Green Township Board/Planning Commission and asked permission to work with that park, get grants, donations, clean it up and done a lot through the years and will pursue grants for signs and anything on prices for handicap parking by pavilion. A lot of people sledding. MH park has 4 square acres and the hill is private property and spoken with the Manning Hill family and they want people to sled but cannot advertise due to liability.

Green township continues to discuss projects and one is a sign and put up, heritage manning family donated a lot, exchange club donated projects, county maintenance and will keep the commission updated. Church group asked last fall to take a group of kids up there to camp overnight with tents, would like to see in the future for select little groups supervised or sign something and promoting area will help assist with future projects. Plowing is being done, not sure who is doing, but is being done.

Would like to see a fence around the perimeter of the property, there is a wood fence, like to see a wood look again, farm stone would be good, spoke with a few people, do some history up there, donations for plaques that tell of the history on the hill. Read a book of the writer of the manning family about the hills. Signs on both ends need to be replaced but a sign on the front of the hill she is working on.

She gave an update on the sign on the front of the hill made out of stone, buildup an area and front of it Manning Hill Park, something permanent with a lighted front, on back historical explaining donors contributed to this project, explaining how this came about, history, a landmark.

Kurt would like to be on committee to overlook Manning Hill for Parks Commission.

COMMENTS FROM THE BOARD

Discussion on TruGreen for insect control and recommendation for Earl to get 2 or 3 quotes to price both ways individually or all 4 parks.

OTHER DISCUSSION

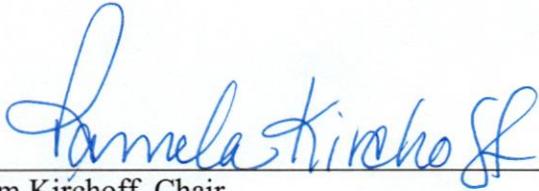
Beaver Lake Park CoManager Earl Martin recommended to get a fogger and to do the insect control themselves. Discussion and recommendation not for park managers to do due to the liability and the requirement to be licenses.

***Next Meeting: Wednesday, March 8, 2023 at 6:00 p.m. in the Howard Male Conference Room**

ADJOURNMENT

Moved by Bonnie Krajniak and supported by Gerald Lucas to adjourn the meeting. The meeting was adjourned at 7:48 p.m.

Respectfully Submitted,



Pam Kirchoff, Chair
Alpena County Parks Commission

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