

ALPENA COUNTY PARKS AND RECREATION COMMISSION
MEETING MINUTES

Wednesday, July 13, 2022 - 6:00 p.m.
Howard Male Conference Room

CALL TO ORDER Chairman Jeff Kowalski at 6:00 p.m.

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

ROLL CALL – Present: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. Gerald Fournier, excused.

OTHERS PRESENT – Chief Deputy Treasurer Cindy Cebula, Beaver Lake Park Co-Managers Earl & Marcia Martin; Alice Thompson, Friends of Sunken Lake Park; Geri Mulka, Friends of Sunken Lake Park; Sunken Lake Park Co-Managers Dr. Greg & Donna Mote; County Administrator Mary Catherine Hannah; Parks Recording Secretary Lynn Bunting; Long Lake Park Manager Sarah Jore; Long Lake Park Assistant Manager, Cathy Skerski, Matt Srebnik, Sunken Lake Park Camp Host Paul Mamp, and Tammy Kish.

ADOPTION OF THE AGENDA

Moved by Bonnie Krajniak and seconded by Kurt Pratel to adopt the agenda with the following addition: 1) Sunken Lake Park Bathhouse Project Update. Motion carried.

APPROVAL OF THE MINUTES

Moved by Chuck LeFebvre and supported by Bob Adrian to approve the following minutes as written: Minutes from June 8, 2022 (Regular meeting); minutes from July 5, 2022 (BLP Committee meeting); minutes from July 6, 2022 (SLP Committee meeting); minutes from July 7, 2022 (LLP Committee meeting); and minutes from July 11, 2022 PointPersons Committee meeting. Motion carried.

PUBLIC COMMENT

Mary Zigueis presented to the board her concerns of the noise at Long Lake Park.

Tammy Kish presented to the board her concerns of being charged the extra fee for having an outdoor kitchen on her camper though it is built in and states she does not use her air conditioning.

TREASURER'S REPORT

Chief Deputy Cindy Cebula presented the Treasurer's report and Balance Sheet for June 2022.

Discussion on Beaver Lake Park refund request due to death in family. Moved by Bob Adrian and supported by Kurt Pratel to recommend to allow refund of \$70 deposit be refunded to camper April Levitt-Ruby as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

The Parks Commission approved the Treasurer's Report as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

Discussion on refund request from Long Lake Park in the total amount of \$1,804 (\$902 refund check sent to camper and camper also received credit card credit of \$902, which they did dispute on their own. Long Lake Park Manager Sarah reported she spoke with the camper and the lady will bring the money into the Treasurer's Office.

APPROVAL OF REFUNDS AND BILLS

Chief Deputy Treasurer Cindy Cebula reported bills turned in late and after meeting and need to try to have bills in on a timely manner as she has to rerun reports and puts everything behind. Cindy noted that some invoices come in with no signatures and she has to follow up with the park which is very time consuming.

Chief Deputy Treasurer Cebula presented the Alpena Disposal Invoice stating she has only one bid proposal and invoice with no contract and asked about the surcharge and how to be divided amongst the three parks. Long Lake Park Manager Sara Jore gave an update reporting the landfill raised fees by 10% extra and she has to pay due and charges this due to increased fuel prices and landfill fee. Sarah noted she will separate out per park. Moved by John Kozlowski and supported by Tom Spaulding to approve to pay the Alpena Disposal Invoice as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

Chief Deputy Treasurer Cindy presented the following additional budget adjustments for Beaver Lake Park and Sunken Lake Park:

1. Beaver Lake Park is \$50 over in Equipment Maintenance line item – Move \$250 into Equipment Maintenance line item #208-757-931.
2. Sunken Lake Park needs monies moved into Janitorial line item – Recommendation to move \$300 from Grounds Maintenance line item #208-758-933 into Janitorial Supplies lien item #208-758-784.

Chief Deputy Treasurer Cindy reported there are two refunds from Long Lake Park (One for \$44 not approved and one for \$108 approved) and presented bills in the total amount of \$40,104.18 (Bills paid \$8,978.83 for 06.09.22 to 07.12.22 + bills of \$30,101.51 submitted for approval tonight + additional bills turned in tonight (one invoice turned in from Beaver Lake Park in the amount of \$281.72 from Fitzpatrick's, and four invoices turned in from Long Lake Park in the amount of \$742.12) for approval.

Moved by Kurt Pratel and supported by Chuck LeFebvre to pay refunds and the bills as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

NEW BUSINESS

Chair Kowalski presented POLL Action Item #1: Sunken Lake Park Dock Purchase in the amount of \$15,930.00 for approval.

POLL ACTION Item #1: Recommend approval to purchase a dock from Kevin Krajniak of Sand Bay Marina in the amount of \$15,930.00 of which

\$4,080 is for the 12-foot rail sections for handicap (not available until Spring of 2023) for Sunken Lake Park as soon as possible for the 2022 camping season as presented. This purchase includes installation and to accept delivery and installation of main dock (installable by July 4, 2022) and to accept delivery and installation of rails (not in stock and on order for delivery no later than Spring of 2023 camping season).

Moved by Chuck LeFebvre and supported by Bonnie Krajniak to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: John Kozlowski. Gerald Fournier, excused. Motion carried.

POINTPERSONS

Vice Chair Kurt Pratel reported the committee met on July 11, 2022, and presented the following:

1. Manning Hills Rental Discussion – Kurt reported that there are extra costs at Manning Hill with 2 dumps for portaohn, electric and upgrades that were done and asked the board if they want to rent out for weddings, etc. Discussion that there is no one to monitor and police, clean up after event, would need signs posted, etc. Moved by Bonnie Krajniak and Kurt Pratel to add to the PointPersons Committee Agenda to discuss and recommend to the Parks Commission. Motion carried.
2. Purchase AED Units for all three Parks – Chuck LeFebvre gave an update reporting that he spoke with Geri Mulka, fire departments and researched AED units and found a good cost from American AED in the amount of \$2,000 for each park (Total \$6,000) which includes an alarm, two paddles, kids kit, insulation box and recommends that County Maintenance Superintendent Wes Wilder install as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

BEAVER LAKE PARK

Chair Pam Kirchoff reported that the committee met on July 5, 2022, and presented the following:

1. Recreation Center Vinyl Siding Project is completed and looks great. Pam noted that have the project form completed for two projects.
2. Camp Hosts – Annette & Chad Sauls – Pam presented camp hosts applications for Annette & Chad Sauls for Beaver Lake Park 2022 Camping Season for approval pending background check. Moved by John Kozlowski and supported by Tom Spaulding to approve camp host application from Annette & Chad Sauls for Beaver Lake Park 2022 Camping Season pending background check as presented. Motion carried.
3. Rent Manlift & Chipper Request – Pam reported there are two more trees that need to come down and Tom Spaulding has a quote from Fair & Square in the amount of \$3,000 plus extra \$500 if chip and the stumps need to be removed as well which would be an extra cost. Discussion and recommendation request to rent a manlift to do themselves and will have campers moved off lot 11 & 12. The cost will be to rent \$240 per day for two days = total \$480. Discussion on other tree services. Moved by Jeff Kowalski and supported by John Kozlowski to recommend approval of renting a manlift and chipper to get two more trees down (limbs) not to exceed \$1,500 for Beaver Lake Park as presented.

Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

4. Vendor List update – Pam reported she is working on a letter to send to the vendors along with billing the Parks Commission as tax exempt.

SUNKEN LAKE PARK

Chair Chuck LeFebvre reported that the committee met on June 10, 2022, and presented the following:

1. Bathhouse Project Update – Marty Thomson gave an update reporting three units are in and accessible and requested a budget carry over from last years approved budget not spent in 2021 to move to the budget this year for 2022 to finish the building. Marty noted that \$6,283.72 was not used in 2021 that was budgeted. Marty reported ordered items, miscellaneous items to be done, renovated outside and interior of old bathhouse needs work and do have occupancy permit. Moved by Marty Thomson and supported by Kurt Pratel to recommend approval to transfer \$6,283.72 carry over form budget 2021 into the 2022 budget to finish the Sunken Lake Park Bathhouse Project as presented. Roll call vote was taken: AYES: Kurt Pratel, Chuck LeFebvre, Pam Kirchoff, Bob Adrian, Tom Spaulding, John Kozlowski, Marty Thomson, Bonnie Krajniak, and Jeff Kowalski. NAYS: None. Gerald Fournier, excused. Motion carried.

2. Pontoon Boat Update – Chuck reported the pontoon boat is out of the park and do not need to discuss.

SUNKEN LAKE PARK

Chair Chuck LeFebvre reported that the committee met on July 6, 2022, and presented the following:

1. EGLE Permit Update – Chuck reported they have a temporary permit that expires on July 15, 2022. Marty reported that he answered all of EGLE’s questions and it is in their hands and will need to do another temporary permit until it is approved for a permit one.

Discussion on porta john on island and bridge concerns.

2. Dock Update – Chuck reported the dock is in and thanked everyone who helped in getting this completed. Chuck noted that this is not available for wheelchairs until the spring when the railing can be installed. Chuck reported the old dock has been removed and taken away.

3. Internet Status – Chuck reported they do not have StarLink for internet service and has no information update at this time as they are still working on it.

4. County Commissioner Discussion – At Large Citizen seats discussion – Chuck reported that the committee discussed the number of commissioners sitting on the parks commission and passed out the park statute for review as he had inquired of people wanting to serve on the parks commission.

5. Transfer Requests – Chuck presented the following Action Item for approval. Chief Deputy Treasurer Cindy reported that he is all set.

LONG LAKE PARK

Chair Kurt Pratel reported that the committee met on July 7, 2022, and reported on the following:

1. Long Lake Park Boat Launch Project – Bob gave an update on the project reporting that RS Scott has submitted documents to the DNR and are waiting on approval before they can submit out for bids. Bob did get confirmation that the DNR do have the documents and are reviewing and will let them know as soon as they are done reviewing. Bob reported that he spoke with the Youth & Recreation Committee stating that he would like to purchase skid piers rather than extend and may need to come back to purchase this year or extend grant into next spring.

2. Youth & Recreation Grant Application for 2023 Presentation – Kurt reported that the presentation went well with Bob, Jeff and himself presenting at the Youth & Recreation Committee meeting. The Youth & Recreation Committee recommended the parks propose in 2024 for other park day use areas be requested.

3. Stump Removal: Professional Services – Kurt reported that the committee discussed having a professional service remove the stumps at the parks as there are bigger stumps and the County/Parks Stumpgrinder cannot handle the bigger stumps and would take too long to grind down. Discussion and recommendation to get estimates from professional services for the bigger stumps to be removed at all three parks. Moved by Kurt Pratel and supported by Marty Thomson to recommend seeking quotes from professional services for the bigger stumps being removed from all three parks as presented. Motion carried.

OLD BUSINESS

None.

COMMENTS FROM THE BOARD

None.

Chair Kowalski reminded the board that the Parks Tour will be tomorrow, Thursday, July 14th starting at 9:30 am at Long Lake Park.

***Next Meeting: Wednesday, August 10, 2022 at 6:00 p.m. at Manning Hill Park.**

ADJOURNMENT

Moved by Tom Spaulding and supported by Pam Kirchoff to adjourn the meeting. Motion carried.

The meeting adjourned at 7:57 p.m.

Jeff Kowalski, Chairman
Parks & Recreation Commission

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