

**Long Lake Park Committee
DRAFT Meeting Minutes
Thursday, June 29, 2023 at 3:00 p.m.
Howard Male Conference Room**

The Long Lake Park Committee met on Thursday, June 29, 2023 at 3:00 p.m. in the Howard Male Conference Room.

Long Lake Park Point Committee members in attendance were Gerald Fournier, Kurt Pratel and Manager Sarah Jore (via telephone). Commissioner Jesse Osmer, excused. Also in attendance: County Administrator Mary Catherine Hannah, and County Board Assistant/Parks Recording Secretary Lynn Bunting.

Chair Kurt Pratel called the meeting to order at 3:00 p.m. and presented an agenda change to begin with the managers monthly park report.

I. Long Lake Park Manager Monthly Report (attachment #1)

Manager Sarah reported on the following:

1. Table – concrete poured for slabs for picnic tables for day use area, she will put a couple of tables on the concrete so people know what it is for, until the tables are available. 3 tables are out there now she said.
2. Mary Catherine received a call today from GFL regarding 8 yards to empty for 4th weekend, someone shoved and broke an entire canoe into one of the dumpsters and they cannot take it, able to get canoe back out so they could dump dumpster, someone also dumped ½ pail of gravel into dumpster. Any way to get better eyes on the dumpster to prevent from happening. Sarah reported they want to move the dumpster by the office, to find a better location, so big trucks are not driving on the pavement once they pave it.
3. Ongoing needs/improvements, maintenance needs: put a side handle on the door handles for the house and not having that kind of handle on the house due to dogs and she bought a baby lock to keep her doors locked and Mary Catherine will mention to Wes. Sarah noted that her dog opens the door and runs around in park; though friendly.
4. Mary Catherine thanked Sarah for the occupancy reports and is exactly what she is looking for, except asked if there was a way to run a summary report to average everything together.
5. Park manager vehicle fuel log and the vehicle inspection sheet, there is a report that Ryan at the Road Commission can run monthly for each park who have their own card and pin. Managers will not need to fill out fuel log. Vehicle is not on enterprise program and they are on the vehicle maintenance management program, the vehicle inspection sheet will need to still be done for Long Lake Park.

VII. Long Lake Park Budget Review for 2023

The Committee received and filed, no need for adjustments at this time. 2024 Budget Planning – Will work on proposed 2024 budget recommendations. *Will note to budget two dumps from Halls for the 2024 budget.

OLD BUSINESS

Long Lake Park Day Use Improvement Project – Sarah will send pictures of picnic tables

after on slabs for the Youth & Rec Grant. Kurt reported that he received an invoice from Bob Adrian for the concrete tables and park benches in the total amount of \$4,360.00 for the day use improvement project. Kurt reported that Reuban will deliver all 4 concrete tables and 4 park benches for free and will deliver one at a time due to the weight. The tables and benches will be assembled with stainless steel bolts.

Pavilion removal discussion. Sarah reported that seasonal camper Wirgau was the only one inquiring about the Pavilion that was going to be torn down that he wanted it and said that he will clean up the area and haul it away. Sarah will inform him to make sure it is cleaned up. Moved by Gerald Fournier and supported by Kurt Pratel to approve the below action item. Motion carried.

ACTION ITEM #1: The Committee recommends approval to allow seasonal camper Wirgau to take down Pavilion B and haul away and to clean up the area as presented.

Recreation Plan/CIP Planning – Mary Catherine presented the recreation plan/CIP planning for an update and the Committee and Manager went through it with recommendations.

PARKS PERFORMANCE REVIEW

Opening Day completed and Sarah just needs to sign. New form being revamped.

NEW BUSINESS

Kurt reported for future planning – Long Lake Park Peninsula exploration for future waterfront lots near lot #13 request to turn into a waterfront lot (would not be seasonal); turn Lot #13 into a waterfront lot, not regular lot and from a seasonal to a daily rental. Moved by Gerald Fournier and supported by Kurt Pratel to approve the below action item. Motion carried.

ACTION ITEM #2: The Committee recommends approval that lot #13 be turned back into a waterfront lot and will not be a seasonal site as presented.

Recommendation to put Picnic tables in the day use area and will need to plant some trees. Sarah reported the trees that the Long Lake Association bought from Nettas are doing well and volunteers planted them a while ago. Kurt reported not sure on the cost but will check into.

***Next Meeting: Thursday, July 27, 2023 at 11:00 a.m. in the Howard Male Conference Room**

ADJOURNMENT

Moved by Gerald Fournier and supported by Kurt Pratel to adjourn the meeting. The meeting adjourned at 3:44 p.m.

Respectfully Submitted,

Kurt Pratel, Committee & PointPersons Chair
Long Lake Park Committee

llb

#1

Park: Long Lake

Report by: Sarah

Date: June 27, 2023



PARK MANAGER MONTHLY REPORT

Ongoing Improvements Project(s) Progress:

Concrete pads are poured just need to finish landscaping.

Ready for tables.

We put up the Volleyball net and its been used Daily,

Need a new location for it.

Beaches have been tilled, Look great.

Campground Activities & Site Notes:

Had a great lights festival weekend! gearing up for
4th of July week!

Budget Adjustments Needed/Budget Look Ahead:

Upcoming/Needed Maintenance:

will work on painting the storage building &
front sign after the Holiday.

*Attached: Occupancy Reports, Revenue YTD (actual v budget)

Manager Should Keep on Site and Available for Inspection: Maintenance Checklists (3 month, 6 month, annual), Vehicle Inspection Checklist, Playground Inspection Checklist