

ALPENA COUNTY PARKS AND RECREATION COMMISSION

DRAFT MEETING MINUTES

Wednesday, September 10, 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 were present except P. Kirchoff and K. Osbourne, who were excused.

ADOPTION OF THE AGENDA

Chair Fournier called for adoption of the agenda with the New Business addition of Long Lake Park. Motion by G. Macarthur, second by D. Guthrie to adopt the agenda with the addition, as presented. A voice vote was taken, motion carried with unanimous support.

PARK UPDATES & MANNING HILL UPDATE

1) Beaver Lake Manager Earl Martin reported that since he is unaware of the playground equipment progress, he cannot provide an update. He has passed out the letters to the campers involved in the boat incident. M. Rhodes inquired if the Sinclair contract had been executed to include the Beaver Lake Park playground equipment, to which Earl responded he is unaware. Beaver Lake Park co-manager Marcia Martin stated that she sent Chair Fournier an email before Labor Day inquiring into the status. M. Rhodes stressed the importance of ensuring that Sinclair is aware that their quote had been accepted so that Beaver Lake Park will also have playground equipment installed. D. Guthrie informed that the Sunken Lake Park equipment is scheduled to be installed the end of September. After much discussion, it was discovered that the acceptance to the quote from Sinclair had not been signed and returned to them. Chair Fournier signed the copy provided by Marcia and she will forward to Sinclair.

2) Long Lake Park Co-Manager Laura Ulch reported that work has begun on the second gazebo, gravel and topsoil have been laid down. They have begun entering seasonal campers into Camp Spot for 2026. Buoys and life rafts have been removed from the water. They have slowly begun the end of season chore process, as a number of seasonal campers have left.

3) Sunken Lake Park Manager Austin Barnett reported that things are going smoothly. The exercise equipment has been installed and he is waiting for the gravel for the roads to be delivered.

4) Chair Fournier reported that she had been contacted by Tammy Bates regarding an update for Manning Hill Park. Tammy passed information on to Chair Fournier regarding the sign recently installed at the park. She is planning on attending the December meeting in person.

CONSENT CALENDAR

Chair Brenda Fournier presented the Consent Calendar for approval.

Motion by G. Fournier, second by M. Rhodes to approve the Consent Calendar, which includes the filing of all reports and the minutes from the following meetings: Full Board August 13, 2025 (Regular meeting); August 20, 2025 (Long Lake Park Committee Meeting Minutes); August 25, 2025 (Beaver Lake Park Committee Meeting Minutes); and August 27, 2025 (Sunken Lake Park Committee Meeting Minutes). Roll call vote was taken. AYES: Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Michael Rhodes and Brenda Fournier. NAYS: None. Motion carried.

TREASURER'S REPORT

Deputy Treasurer Nadeau presented the monthly treasurer's report and balance sheet through September 30, 2025.

1) Line Item 208-758-801.004, Sunken Lake Park Insect Control, is currently over-budget by \$3.66. Deputy Nadeau is recommending transferring the over-budget amount from 208-758-727.001, Sunken Lake Park Building/Grounds Supplies. Line Item 208-758-801.005, Sunken Lake Park Chloride Road, is also over-budget by \$146.60, and Deputy Nadeau is recommending transferring the over-budget amount from the same Line Item as above. Motion by G. Macarthur, second by D. Guthrie to receive and file the treasurer's report, as presented, performing the budget transfers identified above. Roll call vote was taken. AYES: Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Michael Rhodes, Lucille Bray and Brenda Fournier. NAYS: None. Motion carried.

APPROVAL OF BILLS

Deputy Treasurer Nadeau presented an additional bill total that needed to be added to the expense report of bills paid during the period September 9, 2025 through September 12, 2025. This amount will bring the total of bills paid to \$50,340.97. Motion by D. Guthrie, second by C. Lefebvre to pay remaining bills as presented by the Treasurer. Roll call vote was taken. AYES: Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Gerald Macarthur, Dave Guthrie, Michael Rhodes, Lucille Bray, Dan Ludlow and Brenda Fournier. NAYS: None. Motion carried.

PARKS BUDGET DISCUSSION

Administrator Osmer distributed budget reports to Board members and provided a brief description of the information provided in the reports. He directed members to the last two columns of the report headed as "Department Requested Budget" and "Board Recommended Budget". Since the majority of Board members sit on the different finance committees, assignment of the Parks budget was made to himself and the Treasurer. The Board Recommended Budget is being made by the Treasurer to prevent any sense of impropriety due to the number of Board members. He reviewed and discussed numbers for the parks and advised that when preparing the budget for

Parks, wage information was carried over the same as this year. Therefore, contractual wages still need to be determined by the next meeting. The first and second readings of the budget are scheduled for October 2025 and numbers will need to be provided before then.

NEW BUSINESS

1) M. Rhodes updated the Board on the recommendation of he and G. Macarthur as to the route the Board would like to take to fix the road at the boat ramp at the Beaver Lake Park. They approached the Road Commission regarding the dura patch product. The dura patch is a tar and gravel emulsion which could repair the road for a few thousand dollars versus the original \$8,500 quote for millings. Although money is saved, the downside is that there is not a definite cost and we have to deal with their schedule. G. Macarthur informed the Board that the \$3,600 which was approved at the last meeting to perform repair at the Day Use Park with millings was not accurate. He recommends putting the Day Use Park road repair on hold briefly and proceed with the dura patch at the boat ramp. Since a motion was made and approved at the last meeting, he suggested that it be rescinded at this meeting. Because the original motion was made by K. Osbourne and he is not in attendance, and the work was originally directed to the Day Use Park, D. Guthrie stated that there should be no reason the original motion and approval could not be rescinded, with a new motion being made. Administrator Osmer confirmed that K. Osbourne need not be present to rescind the original motion, it will just require a 2/3 vote. Motion by D. Ludlow, second by M. Rhodes to rescind the motion made at the August 13, 2025 to move forward with repair to the Day Use Park road, utilizing \$3,600 from capital outlay. Roll call vote was taken. AYES: Gerald Fournier, Gerald Macarthur, Dave Guthrie, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre and Brenda Fournier. NAYS: None. Motion carried.

After discussion of available funding options, G. Macarthur stated that the cost to complete all needed repair work on the boat ramp road and the Day Use Park road would be \$10,000. The work would involve millings at the Day Use Park location and the dura patch repair for the boat ramp road. Treasurer Cebula suggested a motion that would cover all the needed road repair work with a cost not to exceed \$10,000, which Chair Fournier agreed can be done. Motion by D. Guthrie, second by C. Lefebvre to increase the Beaver Lake Park Capital Outlay budget, from Parks General by \$4,000, in order to complete the needed road repair work, with a cost not to exceed \$10,000. Roll call vote was taken. AYES: Gerald Macarthur, Dave Guthrie, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier and Brenda Fournier. NAYS: None. Motion carried.

Motion by G. Fournier, second by M. Rhodes, to move forward with the needed road repair work at the Beaver Lake Park boat ramp road, and Day Use Park road with a cost not to exceed \$10,000. Roll call vote was taken. AYES: Dave Guthrie, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur and Brenda Fournier. NAYS: None. Motion carried.

2) Long Lake Park camper Sharon Wirgau presented a Project Request Form for installation of a step system down to the lake that they installed at Lot #92. When they installed the steps last season, at their own expense, there were county representatives at the park who were shown the steps on different occasions. In August they were informed by Long Lake Park co-manager Laura Ulch, that the step system needed to be removed as approval had not been obtained prior to installation. Since the step system at that lot is the one from last year and was observed by various county representatives last year, she feels she should have been given notice to remove it then. When given notice to remove they tore it out and prepared the Project Request Form she is submitting at this time. Administrator Osmer recommended forming an Ad Hoc committee of himself, a point person and another Board member to look into the insurance liability question and any other issues, and come back for further discussion at the next meeting. In the meantime, directive would be given to the managers to not allow any further development of this nature. D. Ludlow, G. Fournier and L. Bray, Long Lake Park point persons will form the Ad Hoc committee and meet.

INFORMATIONAL ONLY

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

***Next Meeting: Wednesday, October 8, 2025, at 6:00 p.m. in the Howard Male Conference Room**

ADJOURNMENT

Motion by D. Ludlow, second by G. Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 7:22 p.m.

Respectfully Submitted,

Lucille Bray, Secretary
Alpena County Parks Commission