

**Sunken Lake Park Committee**  
**DRAFT Meeting Minutes**  
**Wednesday, April 26, 2023 at 1:00 p.m.**  
**Howard Male Conference Room**

The Sunken Lake Park Committee met on Wednesday, April 26, 2023 at 1:00 p.m. in the Howard Male Conference Room.

Sunken Lake Park Committee members in attendance were Marty Thomson, Bonnie Krajniak, and Chuck LeFebvre. Also in attendance were County Maintenance Superintendent Wes Wilder (via telephone) if needed; Alice Thompson, Curt Manning, Nona Manning, Jan Kend? (sp?), and County Board Assistant/Parks Recording Secretary Lynn Bunting.

**CALL TO ORDER**

Chair Chuck LeFebvre called the meeting to order at 1:01 p.m.

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

**ROLL CALL**

All members present.

**PUBLIC COMMENT**

Kurt and Ella Manning requested to be a seasonal at Sunken Lake Park. Chair LeFebvre reported will add to the meeting agenda for discussion.

**AGENDA**

Discussion on seasonals to be added. Moved by Marty Thomson and supported by Bonnie Krajniak to add discussion on seasonals to the agenda. Motion carried.

**PARK TOUR**

Chair LeFebvre reported. (surgery tomorrow) Marty reported he is unable to attend. Erin reported friends in the park doing election of officers on that date.

**UPDATES**

**1. Manager requests - House**

- a) Hot water heater update – Keith reported that they changed out the heating element and seems to be working, had a lot of sediments. Discussion in hopes this is part of the electrical issue at the park. Bill from Alpena Supply will be coming per Marty and he will give the Treasurer’s Office a copy to let them know it is coming.
- b) Renters/liability insurance policy received and just FYI.
- c) Internet update - Chuck reported he spoke with rep in Gaylord and reported that the County IT purchased Starlink for Sunken Lake Park that will be taking place soon. Pam reported no landline and have a Frontier bill. Chuck explained there is a landline through Frontier but no phone and is for existing service they have and will get back with him. Chuck reported Jen reported there is a booster that runs the system at that company and is on top on polaski road also runs all of the computers, in that building in the managers house. Need to speak to Jen’s son, Jim, Omni paid for a booster (one time fee, her son talked about (Omni has on their building boosts) and internet runs on it, and she will give them her number and talked about getting a booster in the park. Could run off of a hotspot from Verizon to run internet. Erin reported cannot answer phone and run computer at same time. Could purchase a booster.
- d) Phone for house update – Discussion on a landline in office and landline in house, just no physical phone. Marty reported that the phone line is not working, discussion on landline getting

reactivated through Verizon – what is \$75 a month fee. AT&T works out at Sunken Lake Park per campers. Get ahold of frontier for an active landline to start, then explore AT&T and Verizon, but if AT&T works better with a better signal, Pam will contact IT Dept about AT&T and go from there for internet need, Chuck will take care of landline from Verizon for active phone line need. Moved by Marty Thomson and supported by Bonnie Krajniak to authorize Sunken Lake Park Co-Manager Erin Felax to buy two phones (one for store, one for residence) up to \$100 for two phone purchases with answering machine the parks credit card. Roll call vote was taken: All ayes. Motion carried.

2. Co Managers –

a) Events for 2023 (attachment #1) – Discussion on if the Friends want to do anything to contact Erin. Alice reported not enough officers elected and doing a meeting on May 20, 2023 to find a treasurer, to see who elected officers will be, then friends continue, may disband, only voted on president, events not discussed, agreed in 2022 do twice a month for karaoke. Moved by Bonnie Krajniak and supported by Marty Thomson to approve the below action item. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the Sunken Lake Park Activities for 2023 as presented.**

b) CPR training update – Pam reported she contacted Earl, hosts at BLP need certificate to Jennifer, Earl is working with green twp and do a cpr and stop the bleed at the park, she is working with Earl on that for other camp hosts to do and working on it.

c) Boat Launch Tickets – Erin reported they do not have them. Not needed at SLP.

d) Parking for bunkhouses – Erin reported given info the bunkhouse parking is next to bunkhouses and she updated the map. Marty recommended two sites for rustic campers and mark them and put signs and stake in ground and two for the bunkhouse and the other would be for the over flow, bunkhouses would have one car and to post signs/posts. Need more parking up there per Bonnie for people that come in. barrier free designed camp site for the future. Two signs for rustic campers parking, and two signs for bunkhouses parking and one sign for 3-ton weight limit on bridge and Omega do and county park brown so they are consistent – Moved by Bonnie Krajniak and supported by Marty Thomson to approve the below action item. Roll call vote was taken: AYES: All ayes. NAYS: None. Motion carried.

**ACTION ITEM #2: The Committee recommends approval for the Sunken Lake Park Manager to order and install 5 parks signs (two signs for rustic campers parking, two signs for bunkhouses parking, and one sign for 3-ton weight limit on Sunken Lake Park Bridge) from Omega Signs with a limit of \$200 with monies to come out of the Sunken Lake Park Grounds Maintenance line item #208-758-933.00.**

e) Cameras that were left, app – Erin reported 4 cameras were left and an app was on Greg's phone to monitor them. If the County will need the app and login info, if Greg's to take down. Discussion and recommendation to discuss further.

f) A “clean” map of the park – Erin reported is outdated and needs to be updated and presented an updated map for the committee to review. Need more buckets, and fence posts to fill cement to make. The committee concurred and approved the co-managers to do. The Home Depot may donate buckets.

g) Water updates – Erin reported that Ed and Duffy came out, water is on, couple ball valves replaced, the water softener not turned on yet as Ed will be on vacation until May 9<sup>th</sup>. Kindt coming on Friday to chlorinate the well and 24 hours after take the samples and take to the water treatment plant.

- h) Updates on Cook house and Health Dept – Erin reported HD came out and said he knows not serving anything but would like cupboards taking down in cookhouse, wants floor painted so easily mopped and not bare boards then will come back out and reopen application for food license, friends license no longer mamp. HD will obtain a new license for them as a temporary until completed license application. Friends have monies set aside to help with no cost to the county. Keith and the guys are going to take the cupboards down. No sheeting on inside, need washable boards.
- i) Questions on minutes – Erin requested copies of old minutes – Dock ever fixed, Greg was supposed to fix, and is under warranty, (Kevin) more bumpers for ADA compliance, and rails. Wes is supposed to help to put the dock in. Bonnie will check with Kevin. Washer and Dryer received from LLP and the dryer needs to run through twice to dry, informed the committee. Before opening does train need to be fixed/repaired per Erin, nails need to be hammered in, and committee recommended to replace the nails with screws. Backboards at the house for basketball from the mannings.
- j) Letter to seasonal campers (attachment #2) – Erin presented letter for approval for introduction with rules that need to be followed with verbal and written warnings. The Committee reviewed and approved as received and filed.
- k) Copy of COI – Received, just FYI.
- l) List of Volunteers for 2023 camping season – Have list and will receive updated one if additions/deletions and will send to the County Insurance representative.
- m) PIE&G Meter – Marty reported found water line with Wes and Keith, PIE&G will energize in a couple of days and will put digital on house (smart meters) has real time information and help isolate some electric issues. PIE&G working on upgrading the meter to an automated meter.

#### TRUCK FOR SLP

Truck is at Brett's Auto and the Sunken Lake Park is in line for next truck to be received for the County from Enterprise. Chuck will speak with Pam and MC for a parks poll vote.

#### REMOVAL OF OLD BUILDING DISCUSSION

Chuck reported Greg's brother has a building on Wong's property and he spoke with Greg stating they were going to remove that building, and chuck wanted done prior to opening. Erin reported Ed Perrault came out with Darrel (Gregs brother) cleaned up the building, but did not take much, and by May 6<sup>th</sup> taking over the payment of the building to have it out of the park by May 6<sup>th</sup> and Ed is on vacation until May 9<sup>th</sup>. Bonnie reported on the fencing noticed in the fall that should put up a fence, no trespassing on post, so people know they cannot cross over to Wong's property discussion. Bonnie reported the posts are there just nothing between them.

#### DISCUSSION ON SEASONAL CAMPERS

Marty reported 50% occupancy of seasonal campers less the host campsites. Refund discussion for DeSenders. Deposit of \$150 refund request. Started with 17 plus two camp hosts, now has two seasonals not going to be seasonals, Dave DeSender and Brenda Walls Marwede has a full time job and not able this year and has a credit to use in the season for 2023. Erin presented for approval. Park Ordinance do not give any refund unless unusual circumstance. Erin will present the refund request to the Parks Commission.

Discussion to allow some campers back for seasonals. Up to 11 more available to bring back as seasonals. The Committee discussed and recommends to authorize to move forward to fill back up to 11 more seasonals as 50% for the 2023 Camping Season.

#### 2023 BUDGET

New softener is not going to last, monitor? Erin asked? Specific kind needs to be in it. The Committee informed her what to do. Building/ground supplies line item.

The Committee reviewed and recommended to track office supplies and janitorial supplies and building/ground supplies with water softener expenses.

#### CAMP HOSTS FOR 2023 CAMPING SEASON

Have two camp hosts working total 40 hours week. ID badges for Camp Hosts to wear.

#### PARK PERFORMANCE REVIEW

Chuck reminded committee to do first review before opening day and to bring back to next committee meeting.

#### PROJECT STATUS

- a) Update on electric for rustic – repair water line, then ready to go Marty reported, electric right on expansion to service one or two sites, rustic site with electricity, will need approval to add to fee schedule when completed. If want power to a fish cleaning station by dump station, Marty will get quotes. No fish cleaning station. This project is to come out of capital outlay for SLP budget.
- b) Youth & Recreation Grant Application for 2024 – Discussion on application and working with Co-Manager Erin on the grant application for 2024.

#### MAINTENANCE

- a) Tree Trimming – Tree hanging over access road and pulling out of ground Erin reported and trying to find out. County owns road into road where park starts. Bonnie reported that would be the County Road Commission and has a tractor in there and will contact them about it. Marty reported a couple of dead beech trees on ground and would be a threat to the campers and will remove. Erin and Keith picked up tractor today.
- b) Tools & Equipment – Discussion on tools needed. Passed out park manager report stating the zero turn, new holland tractor update.
- c) Tree Planting – Marty reported trees are ordered and are coming this Friday. Bonnie reported she can help and had FFA help last time. Mrs. Smith ahead of FFA and Chuck will reach out to them. Trees are in containers, stored in a shady side of the building and keep moist until planted. Marty reported he will pick the trees up and Chuck reported he has a planter with a spade.

#### OTHER DISCUSSION

Parks and Trails meeting on Friday and Erin will ask if they would be interested in tree planting at Sunken Lake Park. Boy Scouts know how to put in trees, and someone needs to reach out to them, Explorers at St. Paul's that Chuck will contact. Mrs. Woolman is head of Girl Scouts.

**\*Next meeting: Wednesday, May 31, 2023 at 1:00 p.m. in the Howard Male Conference Room**

#### ADJOURNMENT

Moved by Bonnie Krajniak and supported by Marty Thomson to adjourn. Motion carried. The meeting adjourned at 3:55 p.m.

Respectfully submitted,

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Chuck LeFebvre, Committee & PointPersons Chair