

BEAVER LAKE PARK COMMITTEE  
**DRAFT MEETING MINUTES**  
DATE July 28, 2025 at 4:30 p.m.  
Howard Male Conference Room

COMMITTEE MEMBERS PRESENT: Pamela Kirchoff, Kevin Osbourne  
Absent: Mike Rhodes

Beaver Lake Park Managers Earl Martin and Marcia Martin

OTHERS PRESENT: Wayne Mischloney

Chair Kirchoff called the meeting to order at 4:31 p.m.

### **MANAGER MONTHLY REPORT**

Beaver Lake Park Managers Earl Martin and Marcia Martin presented the following for discussion:

Managers and staff continue to work on clean-up, painting tables, etc. All repairs to picnic tables are done. Two of the four tables for deck have been constructed and placed.

Managers are requesting approval of two events – Labor Day weekend and Harvest Fest at end of season. They reported they are modifying what they have typically done in the past due to fund shortage but are still attempting to provide some events.

#### **COMMITTEE RECOMMENDS TO ADD TO CONSENT CALENDAR – TO APPROVE BLP EVENTS FOR LABOR DAY AND HARVEST FEST AS PRESENTED**

Manager Marcia Martin also mentioned as a side note that the County Administrator, Jesse Osmer, did provide info for 50/50 but initial review does not seem to indicate that Parks would qualify. Kevin Osbourne concurs. Marcia indicated that if a certain group of individuals opted to file a 501©(3) that we could pass the information on to them.

### **OLD BUSINESS**

2025 Youth & Rec Grant - Manager Earl reported that he and Mike Rhodes met with Tom from Sinclair Recreations. They looked at options for placement of the playground equipment. A marked up copy of the BLP map as well as quotes from Sinclair were provided to the Committee for review and discussion.

Adding to the existing playground is the preference for a variety of reasons– safety issues, reduced costs, etc. Sinclair is also willing to build in some relocation of some items also as well as re-installing the swing set by day park. There is also some talk about trying to build in the installation of some of the coil spring rides. Time line – Sinclair will be doing SLP in September and will coordinate BLP with that. Looking at doing pods to transition from big unit to the new unit. Would generally cover age groups of 4-12 years but older children may enjoy some of the units, especially the climbing stuff.

Point Person Kirchoff suggests that we install signage in the day use area so that community members are aware that the playground equipment is accessible to all. Kevin Osbourne suggested that we tie the BLP quote into the SLP bid

**Committee recommends that we waive sealed bids and add onto the project at SLP. Request item to be added to agenda for full park commission.**

There is a question as to whether Youth & Rec will have any issue with the location. Managers will follow-up with Tony Suszek and Y&R regarding same. Another consideration that has recently come to light is that a new underwater spring has surfaced in the general area of the original planned location.

Generator hook-up - \$650 was estimate cost to get breaker switch installed. Kevin Osbourne reminded everyone that the County is still trying to get a grant to replace some generators and requested that they give the old ones to the parks. He recommends we delay this until we have a decision on that. Will review status later in fall.

Lawnmower - old Cub Cadet running pretty smoothly now; think it might get us through another year or two. Managers requesting pause on purchase due to road conditions as discussed in new business.

Vendor – Vendor has removed video games; however, he did leave the pool table and juke box which he indicates he is going to donate back to park. Vendor fixed the pool table and was going to drop off some new cue sticks (which he has not yet done), but when he does, will have him sign the donation letter.

Local ordinance update – Unsure as to status of – believe last we knew Commissioner Bray was working on proposed changes?

Designated swimming areas – Kevin Osbourne advised that licenses for the designated swim areas need to be renewed every 3-5 years? Managers had reported that there was some concern with the water level and installing the new raft/trampoline as buoys are set at 6’ but raft indicates it needs to be in 8’ water and with the water levels, that would be quite far out in the lake. Will need to look at not only the licensing issue but also bring this when we talk with Youth & Rec so that they are aware of the issue.

## **BUDGET –**

No adjustments required at this time

## **NEW BUSINESS**

Road washout – Manager Earl Martin reported that, due to extreme rainfall, there have been multiple areas of washout throughout both the gravel and paved roadways in the park. Areas going down into day park nothing but sand as the gravel is just washing away. Managers/camp hosts have smoothed out what they can but it is diminishing. Manager has spoken to Andrew MacArthur who suggested doing fines with the mills and that he would allow park staff to use his packer which will basically harden that into an asphalt road. Cost to do that would be estimated at approximately \$3600. Manager recommends forgoing purchase of new lawnmower this year and utilize funds to cover that cost and to help with other repairs needed on paved road.

Damage to the paved roads in the campground side pretty extensive, especially in front of the boat launch where all roads converge. Manager has been advised that fines will not suffice for this type of repair. Managers request emergency funds from general fund to repair the roads. Manager will try to get some quotes prior to full parks meeting from Goodrich and another company (CS?) but indicated interim estimate of \$10,000. Manager as indicated costs of approximately \$10,000 to repair. Manager Martin recommends that we forego the purchase of the new lawnmower this year to offset some of the costs so that the roads can get repaired.

### **Committee requests to have discussion regarding BLP roads on agenda**

Security cameras – Managers had an issue with a delivery recently – would like to follow-up with IT to have access to the camera footage. Okay to contact them.

### Budget Requests for 2026:

Some of the items that have been discussed for future budget consideration:

House AC (quote)

Road repair

Carpeting for house

Privacy fence for home yard / wood pile

New dock system

Water softener

Back storm door and frame (can get that done w/ regular buildings & grounds)

Cabin update with new appliances and bedding (add to it to make separate bedroom area?)

Additional cabins

New tractor

Continued updates to pavilion

Priorities: Road (if can't get done this year)

cabin(s)

low cost: putting in new carpet

privacy fence -

Would need to get rough idea of the costs involved for these things. Manager Marcia Martin indicated that a few years back the managers started a PROJECT BINDER which included an excel sheet of costs (at that time) for several projects. Pam Kirchoff inquired whether managers still had that – Yes, but of course, costs would have increased since then.

Utilities, merchant service fees, etc should be subject to COLA increases about the five year average.

FUNDRAISER line item - Pam Kirchoff would like to see each park have some seed money to start doing more events

Training line item - Kevin Osbourne would also like to see a training line item (CPR, AED, campspot, etc)

And everyone would like to see a BALANCED BUDGET as we have historically been set up for a loss

OTHER:

CampSpot - Managers reported that there have been some issues with CampSpot (ex: lost Pam's profile) and would like to see things updated to align with county policies and rates. Example: Miscellaneous charges (extended stay rate, ½ day pavilion, etc) need to be added as right now, the only "misc charge" is actually a discount

Additionally some of the Parks info is inaccurate as far as what size lots are and how big of camper they will accommodate. BLP only park that has size info? May need to be a project for all parks during off-season to update info.

Also, we need to try to avoid multi site reservations. Example is an individual reserves three sites for themselves and two friends. We are unable to transfer one of the sites – system wants to transfer the whole thing rather than just an individual site so then park has bad info as far as who is in the park, how many, etc. Also if an individual makes reservations for multiple time frames but does not pay their balance in full, we are unable to check them out. Maybe request policy (and then accordingly, camp spot) to prohibit multi-site reservations to avoid these issues?

Kevin Osbourne aware of these issues and may speak with CampSpot regarding same.

ADJOURNMENT: The meeting adjourned at 6:22 p.m.

**\*Next Meeting: DATE Monday, August 25, 2025 at 4:30 p.m. at HMCR**

Respectfully Submitted,

---

Pamela Kirchoff, Beaver Lake Point Person

mm