

**Long Lake Park Committee**  
**DRAFT Meeting Minutes**  
**Thursday, November 30, 2023 at 11:00 a.m.**  
**Howard Male Conference Room**

The Long Lake Park Committee met on Thursday, November 30, 2023 at 11:00 a.m. in the Howard Male Conference Room.

Long Lake Park Committee members in attendance were Pam Kirchoff (proxy for Gerald Fournier), Jesse Osmer, and Kurt Pratel. Gerald Fournier, excused. Manager Sarah Jore, excused. Bob Adrian and County Maintenance Superintendent Wes Wilder invited but not in attendance. Also in attendance: County Administrator Mary Catherine Hannah.

Chair Kurt Pratel called the meeting to order at 11:00 a.m.

**Long Lake Park Boat Launch Project**

It was indicated that Elmers was to begin working this week and was asked to come out to park and place barricades at new boat launch area after Chair Kirchoff received a call from someone at the new launch area about the safety factor of a trench dug in parking lot. Chair Pratel said he has been out there recently, and it doesn't appear anything had yet been done regarding the drop off on the pavement and that he contacted RS Scott to contact Elmers to inform them. He went on to explain that it appeared the road commission was out there doing plowing, and it appears a truck may have gotten stuck turning around. Elmers came out a couple of days later and put up a barricade with caution tape. Additionally, Wes and his crew had come to pull the last dock out, they also moved some picnic tables to help divert camp traffic away from that area and remove a pole on the dock that was bent when camp hosts removed dock from water. They also notified Kurt about new launch site ditch area and needed barricade.

**Long Lake Park Manager Monthly Report**

Ms. Jore being absent, Chair Pratel gave the report. He said the only item needing immediate attention was that the park tractor is at Summerix, and she hoped to get approval of between \$800-\$1,100 worth of work to get it operating safely. They hoped to get approval at this meeting.

**OLD BUSINESS**

Brad Smith has not completed the work request to date, as he experienced an injury and is just returning to work this coming week. Ms. Kirchoff asked if we were budgeted for the work to be performed by Mr. Smith, Chair Pratel confirmed that the work has been budgeted for completion.

**Budget Review for 2023**

Suggest allocate \$1,100 from the following line items to pay for the tractor repairs:

\$200 is already in line item #208-759-931.000 Equipment Maintenance

\$600 from line item #208-759-933.000 Grounds Maintenance to #208-759-931.00 [Equipment Maintenance]

\$500 from line item #208-759-932.000 Building Maintenance to #208-759-931.00 [Equipment Maintenance]

To pay for Tractor Repairs estimated in the amount of \$800-\$1,100. 200 out of the Equipment Maintenance line item #208-759-931.000.

Chair Pratel expressed he would entertain a motion for this adjustment. Ms. Hannah explained that although a motion would not be needed to adjust these line-items, we would need a motion to approve the actual repair as that was not originally budgeted.

Pam Kirchoff moved to approve the repair of the tractor through Summerix for an amount not to exceed \$1,100, Jesse Osmer seconded, motion passed unanimously.

### **NEW BUSINESS**

Chair Pratel made the suggestion that we cancel future Long Lake Park Committee Meetings for 2024. Chair Pratel will continue monitoring the park, and communicating with members as necessary, including calling a meeting if deemed necessary. Jesse Osmer moved, Pam Kirchoff seconded, motion passed unanimously.

It was noted that the December 2023 Long Lake Park Committee Meeting has been cancelled.

Ms. Hannah updated the board that the monthly manager meetings are going well. Communication between the managers is increasing and improving. The “Camp Spot” application rollout is not going as smooth as hoped, however, they still expect to be online and live as of January 1. The managers are transferring seasonal entries and once completed they will be turning in their “Point and Pay” devices to the Treasurer in order to have their office cancel the subscriptions. Around the second week of December, the County will do a rollout of the new system on social media to bring attention to it.

Chair Pratel updated the board that Mr. Smith will be looking at the old launch site to see what the cost would be to have electrical and other items hooked up.

### **ADJOURNMENT**

Moved by Jesse Osmer and supported by Pam Kirchoff to adjourn the meeting. The meeting adjourned at 11:17 a.m.

Respectfully Submitted,

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Kurt Pratel, Committee & PointsPersons Chair  
Long Lake Park Committee

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