

ALPENA COUNTY PARKS AND RECREATION COMMISSION

**DRAFT MEETING MINUTES**

Wednesday, June 11, 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 present except P. Kirchoff and M. Rhodes, who were excused.

**ADOPTION OF THE AGENDA**

Chair Fournier called for adoption of the agenda. Motion by M. Rhodes to adopt the agenda as presented, with the New Business additions. Second by K. Osbourne, a voice vote was taken, motion carried with unanimous support.

**PUBLIC COMMENT**

Administrator Osmer brought the Commission up to date on his report to the Finance Ways and Means Committee regarding selling property lots at Long Lake Park. Huron Engineering was hired to perform a survey, delineation wetland mapping and appraisal. He has received a 90 page report which he will forward at members' request. Of importance is a parcel of unknown acreage, thought to be approximately 5 acres, that was assumed to be waterfront property. The area is actually wetland property with no waterfront access. It has been suggested that the county hold on to the property and possibly look into a land bank swap in order to gain access to the waterfront for expansion of the park into that area. The 40 acre parcel that has numerous trails was appraised at approximately \$120,000. A local forester directed him to a conservation district that they would like the county to contact to assist in their purchase of the property which they would maintain for use by the park. The downside is that conservation districts don't pay taxes; however since it is county owned, it currently does not generate tax revenue. He plans to address the Finance Ways and Means Committee for direction.

Ron Lanzewicz addressed the Commission questioning the change in pricing for boat launch at Long Lake Park. The change is financially higher for frequent users now that they are unable to pay a seasonal fee. Chair Fournier explained that the requirement for this change was in the fine print of the grant documents submitted for funds to pay for that project. The county is prohibited from charging seasonal rates. Mr. Lanzewicz asked if there could possibly be a discount implemented for handicapped and veterans as the county website offers a discount to seniors. Vice Chair Osbourne explained that the discount referred to on the website is intended for seasonal campground renters. Asked by Mr. Lanzewicz if the county would look into offering a discount for handicapped and veterans utilizing the boat launch, Administrator Osmer said that

everything is locked in for this calendar year, but it can be looked at for next year. He recommended that Mr. Lanzewicz return and address the Commission in the fall.

### **PARK UPDATES & MANNING HILL UPDATE**

1) Chair Fournier stated that in prior meeting she informed the Commission Tammy Bates would be coming to the monthly meetings to provide updates. Since Chair Fournier has not heard from her nor been able to make contact with her, she inspected the park. Clean-up from the ice storm has been performed and the entire park cleaned up and looks good.

2) Beaver Lake Co-Manager Marcia Martin said she has received notices from Camp Spot regarding training for their software in September in Grand Rapids. She is asking that since they provide training, she would like that to be looked into for the county parks. They are also asking for an update on the hiring process for their Camp Hosts. The last they heard was HR waiting for the background check.

#### **BLP ACTION ITEM #1: Motion to complete hiring process for Beaver Lake Park Camp Hosts, pending background check and drug test, as presented.**

Motion by K. Osbourne, second by D. Guthrie to approve the hiring of the Mischloney's as Camp Hosts, pending background check and drug test, as presented. Roll call vote was taken: AYES: Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne and Brenda Fournier. NAYS: None. Motion carried.

Co-Manager Earl Martin requested that the Commission look into being able to charge The Boat House business that is launching boats for their customers at the Beaver Lake Park launch, a commercial rate.

#### **BLP ACTION ITEM #2: Motion to set the Commercial Boat Launch fees at \$50 per month for May and June 2025, and \$100 per month beginning July 1, 2025, moving forward, as presented.**

Motion by K. Osbourne, second by D. Guthrie to set the Commercial Boat Launch fees at \$50 per month for May and June 2025, and \$100 per month beginning July 1, 2025, moving forward, as presented. Roll call vote was taken: AYES: Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Lucille Bray and Brenda Fournier. NAYS: None. Motion carried.

3) Long Lake Park Co-Manager Brian Ulch reported that they have been working at the Day Use beach, leveling out the gravel. He will be getting some more sand for the beach and playground. Another ADA slab from the grant requirement will be poured soon.

4) Chair Fournier informed the Commission that she located someone to clean the trailer and it has already been cleaned. The charge for the cleaning is \$200. She is

requesting approval to pay for the cleaning. Motion by K. Osbourne, second by G. Fournier to pay \$200 for cleaning of the trailer, as presented. Roll call vote was taken: AYES: Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Lucille Bray, Dan Ludlow and Brenda Fournier. NAYS: None. Motion carried.

5) Chair Fournier informed the Commission that she had been contacted by the Maintenance supervisor regarding the AED units at all three parks. The batteries in the units are dead or close to dead and need to be replaced. The batteries cost \$500 each and she is requesting approval to pay a total of \$1,500 to replace the three batteries. Motion by K. Osbourne, second by D. Guthrie to pay \$1,500 for AED battery replacement at all three parks, as presented. Roll call vote was taken: AYES: Gerald Fournier, Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Lucille Bray, Dan Ludlow, Chuck Lefebvre and Brenda Fournier. NAYS: None. Motion carried.

6) Chair Fournier asked the Commission for recommendations pertaining to moving forward regarding the trailer. Motion by D. Guthrie to sell the trailer, second by M. Rhodes, as presented. G. Fournier expressed concern that the use of the trailer is for lodging of the manager at Sunken Lake Park as the house is not habitable at this time. He feels the trailer should be kept for use by the new Sunken Lake Park manager. Chair Fournier stated there will be an ad placed, D. Guthrie recommended a list price of \$6,000 or best offer. Roll call vote was taken: AYES: Gerald Macarthur, Dave Guthrie, Kevin Osbourne, Lucille Bray, Chuck Lefebvre and Brenda Fournier. NAYS: Gerald Macarthur and Dan Ludlow. Motion carried.

### **CONSENT CALENDAR**

Motion by K. Osbourne to approve the consent calendar as presented, second by D. Guthrie. This will consist of filing the minutes of the following meetings: Full Board April 16, 2025 and May 14, 2025 (regular meetings); May 21, 2025 (Long Lake Park Committee Meeting Minutes); May 27, 2025 (Beaver Lake Park Committee Meeting Minutes); May 28, 2025 (Sunken Lake Park Committee Meeting Minutes); and Full Board June 2, 2025 (Special Meeting Minutes). A voice vote was taken, motion carried with unanimous support.

### **TREASURER'S REPORT**

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

1) Due to Line Item 208-757-801.002, Beaver Lake Merchant Serv Fees, becoming over budget by \$50.35, Deputy Treasurer Nadeau is recommending transferring \$100.00 from Line Item 208-757-727.000, Beaver Lake Office Supplies to cover the over budget.

Motion by G. Fournier to approve the Line Item transfer outlined above and receive and file the Treasurer's Report, as presented, second by D. Guthrie. Roll call vote was taken: AYES: Kevin Osbourne, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald

Fournier, Gerald Macarthur, Dave Guthrie and Brenda Fournier. NAYS: None. Motion carried.

### **APPROVAL OF BILLS**

Treasurer Cebula reminded the Commission of the requirement that bills needing to be paid are required to be turned in to the Clerk's office by noon on Monday of the week the monthly meetings are held. Deputy Treasurer Nadeau presented additional bills that needed to be added to the expense report of bills paid during the period May 14, 2025 through June 11, 2025, which will bring the total of bills paid to \$43,059.29. Motion by K. Osbourne to pay remaining bills as presented by the Treasurer, second by G. Macarthur. Roll call vote was taken: AYES: Kevin Osbourne, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Dave Guthrie and Brenda Fournier. NAYS: None. Motion carried.

### **INFORMATIONAL**

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

### **NEW BUSINESS**

1) Addressing the Beaver Lake Park request to dispose of three docks, Chair Fournier asked for the reason they are slated for disposal. Co-Manager Earl Martin explained their condition and that he is working with the Maintenance supervisor to arrange the removal and transport for salvage. All funds received from salvage will be turned in to the Treasurer. Motion by D. Guthrie to approve the removal and disposition of three docks at Beaver Lake Park, as presented. Second by G. Macarthur. A voice vote was taken, motion carried with unanimous support.

2) Chair Fournier informed the Commission that contact has been made by MSU Extension and Huron Pines for approval to hold a free kayak safety training session at the Long Lake Park Pavilion. Motion by K. Osbourne to allow the group to hold a free kayak safety training session, waiving the pavilion rental fee, as presented. Second by G. Fournier. A voice vote was taken, motion carried with unanimous support.

A kayak rental form was also reviewed. Administrator Osmer clarified that the release portion of the form has been reviewed by the county's attorney and approved for use. Motion by D. Guthrie to approve implementation of the kayak rental form, as presented. Second by M. Rhodes. A voice vote was taken, motion carried with unanimous support.

3) L. Bray asked the Commission to review the list of 2025 Parks Policies that have been implemented so far this year. Since there has been much discussion regarding inaccuracy of policies that are described on different sources such as Camp Spot, County website and park introductory packets, she drafted a sample one page handout similar to a handout provided at the Petoskey city campground. Commission members were asked to review and provide input.

4) L. Bray also provided an updated Camp Manager job description that contains all the information in the original just formatted for better understanding. Commission

members were asked to review and provide input. Discussion on these two topics was tabled for a future meeting.

### **OLD BUSINESS**

The following Poll Vote Action Items were received and filed:

**POLL VOTE ACTION ITEM #1: Recommendation to allow the Treasurer to make the necessary budget adjustments to reflect the accuracy of the Sunken Lake Park truck (2023 Ford F-250) moving to Long Lake Park and the Long Lake Park truck (2012 Ford F-250) moving to Sunken Lake Park since the moving and hiring of park managers as presented.**

Roll call vote was taken: AYES: Gerald Fournier, Pam Kirchoff, Dave Guthrie, Lucille Bray, Gerry Macarthur, Mike Rhodes, Chuck Lefebvre and Brenda Fournier.

**POLL VOTE ACTION ITEM #2: Retract vote taken at Parks and Recreation meeting on Wednesday, May 14<sup>th</sup> in regard to selling the camper and instead use it at Sunken Lake Park for the co-managers to use for living quarters during the 2025 camping season.**

Roll call vote was taken: AYES: Mike Rhodes, Lucille Bray, Gerald Macarthur, Brenda Fournier, Kevin Osbourne, Dan Ludlow and Gerald Fournier.

### **COMMENTS FROM THE BOARD**

C. Lefebvre inquired if the Health Department had been notified regarding the mold issue at the Sunken Lake house. Chair Fournier responded that it has been taken care of.

**Next Meeting: Wednesday, July 9, 2025, at 6:00 p.m. in the Howard Male Conference Room**

### **ADJOURNMENT**

Motion by D. Ludlow, second by M. Rhodes to adjourn the meeting. Motion carried. The meeting was adjourned at 7:54 p.m.

Respectfully Submitted,

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Lucille Bray, Secretary  
Alpena County Parks Commission