

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858*

*Brian R. Bousley – County Administrator
Sherry Smith – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
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The Menominee County
Parks and Recreation Committee
Will meet on **Monday ~March 4, 2013**
at **5:00 p.m. C.D.T.** at
Stephenson Annex, Stephenson, Michigan

~A Quorum of The Menominee County Board of Commissioners Maybe Present~

AGENDA

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Agenda
- E. Approval of Previous Meeting Minutes
- F. Public Comment
- G. Business
 - a. Monthly Budget Review
 - b. Camp Host Program
 - c. Parks Projects/DNR Grants
 - d. Lease Program
 - e. Deputy in the Park Program
 - f. Parks Website/Advertisements
- H. Correspondence
- I. Any Other Items Members Wish to Present
- J. Public Comment
- K. Adjournment

Charlie Meintz – Chairperson

Larry Schei – Vice Chairperson

Doug Krienke James Furlong Chris Plutchak Bernie Lang Gerald Piche Jan Hafeman John Nelson

Menominee County Parks and Recreation Committee

Meeting Minutes

February 4, 2013

The meeting was called to order at 5:00 pm by Bob Desjarlais at the Annex in Stephenson, MI on February 4, 2013.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Gail Jerzyk, Glenn Cody, County Administrator Brian Bousley, and County Commissioners James Furlong and Charlie Meintz. There was a quorum present to conduct the meeting.

Approval of agenda: A motion was made by Ruby and seconded by James. The motion carried.

Minutes: A motion was made by Charlie to approve the minutes from the last meeting that was seconded by Ruby. The motion carried.

Public Comment: Kandace Curran, Menominee County Fair Board President reported that she had contacted eight other storage facilities in the area. The rates charged by the committee for storage at Shakey Lakes Park were lower than most but almost the same as that charged by the Michigan State Fairgrounds in Escanaba. Bob suggested that the current rate be increased to \$1.00 per square foot. No action was taken. Kandace also announced that the 2013 fair would be held on July 19 through July 21.

Business:

- a. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided.
- b. **Camp Host Program:** The committee continued its discussion of the program initiated at the previous meeting. Bob reviewed several of the issues that had occurred in the previous season, and the committee then considered several suggestions to improve the program for the coming season. Brian reminded the committee that the Board of Commissioners would vote on whether or not to approve the continuation of the program later this month. James suggested that we not expect the camp host to be both a welcoming figure and an enforcer of the rules; enforcement should be the responsibility of the park rangers and the police only. Bob suggested that the committee contact the Michigan Department of Resources for a list of available camp hosts. Other suggestions included improving the pre-season training for the camp host, providing an official shirt for the host(s) and clarifying the responsibilities. Ruby made a motion that Brian be authorized to begin placing advertisements for the position that was seconded by James. The motion carried.
- c. **Parks Projects / DNR Grants:** Brian announced that the county would be applying for a DNR grant again this year to improve the boat launching area at Stoney Point. There

will be a public input session following the next meeting of the committee on February 4 at the Annex in Stephenson. Brian also reported that the parks crew is working on the installation of trim for the new bathhouse at Shakey Lakes Park.

- d. **Lease Program:** Brian reported that lease applications were starting to come in. He also referred a question to the committee from a non-resident concerning the increase in camping rates for the coming season. The question concerned whether or not a non-resident could claim resident status and therefore eligibility for resident camping rates, if he/she owns property in the county. The committee ruled that an individual must actually reside in the county in order to take advantage of resident camping rates. Brian also referred an offer from a long-term camper at Shakey Lakes Park to donate money for park improvements from a fund that a group of campers use to organize a party at the end of each season.
- e. **Deputy in the Park Program:** Brian reported that the program is in the process of being updated for the coming season, specifically guidelines for the officer in residence.
- f. **Parks Website/Advertisements:** Brian announced that the website is being updated for the coming season. Copies of the 2011 place mats with advertising from local businesses were distributed to the committee. Last year, the ads were transferred to the new website, and there was no charge to the sponsors for the 2012 season. This year, the committee decided to request \$25 for each ad featured on the website. The list of sponsors was distributed among the members of the committee so that each business could be contacted before the next meeting.

There was no correspondence.

Any Other Items Members Wish to Present: There were no additional items.

Charlie offered a motion to adjourn that was seconded by Ruby. The meeting was adjourned at 6:50 pm.

Respectfully submitted by Glenn D. Cody

MENOMINEE COUNTY

Standard Budget Report

February 2013 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Program Revenues					
Charges for Services					
FIREWOOD SALES	0.00	0.00	300.00	-300.00	0.00
ANNUAL	20.00	20.00	8,000.00	-7,980.00	0.25
ANNUAL 2 FOR	0.00	0.00	100.00	-100.00	0.00
DAILY	0.00	0.00	5,000.00	-5,000.00	0.00
GATE RECEIPTS FOR FAIR	0.00	0.00	8,000.00	-8,000.00	0.00
SHAKEY CAMPING FEES	0.00	326.00	67,000.00	-66,674.00	0.49
KLEINKE CAMPING FEES	0.00	837.00	20,000.00	-19,163.00	4.18
SHAKEY LAKE LEASE SITES	45,810.00	52,610.00	65,000.00	-12,390.00	80.94
KLEINKE LEASE SITES	3,680.00	9,110.00	13,800.00	-4,690.00	66.01
Total Charges for Services	49,510.00	62,903.00	187,200.00	-124,297.00	33.60
Interest and Rents					
PAVILLION-SHAKEY	0.00	0.00	200.00	-200.00	0.00
PAVILLION-KLEINKE	0.00	0.00	100.00	-100.00	0.00
Outside Storage	0.00	1,925.00	3,600.00	-1,675.00	53.47
Inside (Fair) Storage	0.00	4,472.70	2,500.00	1,972.70	178.91
Total Interest and Rents	0.00	6,397.70	6,400.00	-2.30	99.96
Total Program Revenues	49,510.00	69,300.70	193,600.00	-124,299.30	35.80
Special Items					
Other Revenue					
PAID SHOWERS-KLEINKE	0.00	0.00	400.00	-400.00	0.00
PAID SHOWERS-SHAKEY	0.00	0.00	2,000.00	-2,000.00	0.00
MISCELLANEOUS RECEIPTS	0.00	37.00	100.00	-63.00	37.00
Sweatshirt Revenue	0.00	51.00	300.00	-249.00	17.00
GENERAL FUND APPROPRIATION	0.00	28,847.50	57,695.00	-28,847.50	50.00
Total Other Revenue	0.00	28,935.50	60,495.00	-31,559.50	47.83
Total Special Items	0.00	28,935.50	60,495.00	-31,559.50	47.83
Total Revenues	49,510.00	98,236.20	254,095.00	-155,858.80	38.66

MENOMINEE COUNTY

Standard Budget Report

February 2013 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
County Parks					
Recreation and Culture					
SALARIES	2,594.40	23,029.53	67,340.00	44,310.47	34.20
SALARIES - TEMPORARY	0.00	336.00	24,000.00	23,664.00	1.40
OVERTIME	0.00	0.00	1,800.00	1,800.00	0.00
LONGEVITY	0.00	1,250.00	775.00	-475.00	161.29
HOSPITAL DEDUCTIBLE	1,820.10	9,202.60	23,190.00	13,987.40	39.68
LIFE INSURANCE	0.00	23.00	60.00	37.00	38.33
FICA-OASDI	150.71	1,444.35	5,551.00	4,106.65	26.02
FICA-MEDI	35.24	337.76	1,298.00	960.24	26.02
WORKMENS COMPENSATION	0.00	2,063.45	4,260.00	2,196.55	48.44
RETIREMENT	925.00	4,368.20	12,220.00	7,851.80	35.75
OFFICE SUPPLIES	0.00	0.00	1,200.00	1,200.00	0.00
OFFICE EQUIPMENT	0.00	0.00	300.00	300.00	0.00
POSTAGE-COUNTY PARKS	0.00	29.90	400.00	370.10	7.47
GAS, OIL ETC	0.00	4.29	8,000.00	7,995.71	0.05
DIESEL FUEL	0.00	12.49	2,000.00	1,987.51	0.62
L.P. GAS	0.00	0.00	2,800.00	2,800.00	0.00
UNIFORMS	0.00	268.95	700.00	431.05	38.42
UNIFORMS/SUMMER HELP	0.00	0.00	200.00	200.00	0.00
JANITORIAL SUPPLIES	0.00	0.00	3,500.00	3,500.00	0.00
OTHER OPERATING/GENERAL	340.98	846.62	2,000.00	1,153.38	42.33
BROCHURES/STICKERS	0.00	0.00	1,000.00	1,000.00	0.00
TREE REPLACEMENT	0.00	1,000.00	1,000.00	0.00	100.00
DEQ Permits	0.00	702.07	1,000.00	297.93	70.21
CONSTRUCTION SUPPLIES	349.50	550.98	1,000.00	449.02	55.10
PROFESSIONAL/CONTRACTURAL SERVICES	0.00	78.00	9,000.00	8,922.00	0.87
PROFESSIONAL-PHYSICALS	0.00	0.00	650.00	650.00	0.00
TRAVEL/Parks Per Diems & Mileage	0.00	262.17	1,100.00	837.83	23.83
PROGRAMMING/RECREATION	0.00	984.28	1,200.00	215.72	82.02
Sweatshirts	0.00	0.00	300.00	300.00	0.00
Gate Receipts	0.00	0.00	6,500.00	6,500.00	0.00
Inside Storage	0.00	0.00	2,500.00	2,500.00	0.00
WATER TESTING	0.00	60.00	750.00	690.00	8.00
UTILITIES/ELECTRIC	678.43	3,602.31	35,000.00	31,397.69	10.29
EQUIPMENT MAINTENANCE	106.50	292.08	5,000.00	4,707.92	5.84
FACILITY MAINTENANCE	0.00	2,808.15	3,000.00	191.85	93.61
GROUNDS MAINTENANCE	0.00	2,530.00	4,000.00	1,470.00	63.25

MENOMINEE COUNTY

Standard Budget Report

February 2013 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
RENTAL/CONTRACTING	0.00	317.53	7,500.00	7,182.47	4.23
REFUNDS/REBATES	0.00	-24.00	2,000.00	2,024.00	-1.20
CAPITAL OUTLAY	0.00	0.00	1,000.00	1,000.00	0.00
VEHICLE MAINTENANCE	0.00	0.00	4,000.00	4,000.00	0.00
NEW/REPLACEMENT EQUIPMENT	0.00	191.97	5,000.00	4,808.03	3.84
Total COUNTY PARKS	7,000.86	56,572.68	254,094.00	197,521.32	22.26
Total Recreation and Culture	7,000.86	56,572.68	254,094.00	197,521.32	22.26
Total Expenditures	7,000.86	56,572.68	254,094.00	197,521.32	22.26
CHANGE IN FUND EQUITY	42,509.14	41,663.52	1.00	41,662.52	-4,166,352.00

Report Filter Criteria

Year To Print: 2013
 Month To Print: February
 Fund Code Range: 208 COUNTY PARKS to 208 COUNTY PARKS

MENOMINEE COUNTY
Balance Sheet
September 2012

Account Title	Balance	Account Number
Fund: PARK IMPROVEMENT FUND		
ASSETS		
Current Assets		
CASH	11,121.79	220-000-001.00
ACCOUNTS RECEIVABLE	6.00	220-000-040.00
TOTAL Current Assets	11,127.79	
TOTAL ASSETS	11,127.79	
FUND EQUITY		
Fund Equity		
FUND BALANCE	97,262.91	220-000-390.00
CHANGE IN FUND EQUITY	-86,135.12	
TOTAL Fund Equity	11,127.79	
TOTAL FUND EQUITY	11,127.79	
TOTAL LIABILITIES & FUND EQUITY	11,127.79	

MENOMINEE COUNTY
Balance Sheet
September 2012

Account Title	Balance	Account Number
Fund: COUNTY PARKS		
ASSETS		
Current Assets		
CASH	48,258.14	208-000-001.00
IMPREST CASH	300.00	208-000-004.00
ACCOUNTS RECEIVABLE	1,214.00	208-000-040.00
TOTAL Current Assets	49,772.14	
TOTAL ASSETS	49,772.14	
LIABILITIES		
Current Liabilities		
ACCOUNTS PAYABLE	5,174.89	208-000-200.00
Accrued Wages Payable	3,474.16	208-000-257.00
UNDISTRIBUTED RECEIPTS	2,424.58	208-000-273.00
TOTAL Current Liabilities	11,073.63	
TOTAL LIABILITIES	11,073.63	
FUND EQUITY		
Fund Equity		
FUND BALANCE	33,438.67	208-000-390.00
DESIGNATED FUND BALANCE	724.50	208-000-393.03
CHANGE IN FUND EQUITY	4,535.34	
TOTAL Fund Equity	38,698.51	
TOTAL FUND EQUITY	38,698.51	
TOTAL LIABILITIES & FUND EQUITY	49,772.14	

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MENOMINEE COUNTY RESOLUTION 2013 – 4 Support of DNR Grant for Stoney Point Boat Launch Improvements

WHEREAS, the County of Menominee supports the grant application made to the Michigan Department of Natural Resources for the Federal Recreational Trust Fund Grant in the amount of \$25,000. The application is to implement improvements to the boat launch site at Stoney Point Boat Launch, a Menominee County Park, and

WHEREAS, the County of Menominee recognizes the twenty five (25%) percent match requirement for the Federal Recreational Trust Fund Grant, and will secure the matching funds.

NOW, THEREFORE, BE IT RESOLVED, if the county of Menominee is awarded a grant by the Michigan Department of Natural Resources, the County of Menominee agrees to accept the grant award, and may enter into an agreement with the State of Michigan for the above referenced project. The County of Menominee will comply with all applicable laws, environmental requirements and regulation as stated in the grant agreement, and

BE IT FURTHER RESOLVED, the County board of Commissioners of the County of Menominee, State of Michigan, names the fiscal agent for the County of Menominee for this project as:

Brian R. Bousley
County Administrator
839 10th Ave.
Menominee, Michigan 49858

Passed and adopted by the Menominee County Board of Commissioners on this _____ Day of March 2013.

Charlie Meintz, Chairman

Date

Brian R. Bousley, Administrator

Date

Marc Kleiman, County Clerk

Date

Charlie Meintz – Chairperson

Larry Schei – Vice Chairperson

Doug Krienke James Furlong Chris Plutchak Bernie Lang Gerald Piche Jan Hafeman John Nelson

PROJECT PROPOSAL FOR SHAKEY LAKES UPGRADE

Alger Delta's Investment

An upgrade to the Shakey Lakes G12 line is planned in Alger Delta's Work Plan. The project is proposed to rebuild 3.5 miles of single-phase line and replace it with a two-phase, 1/0 ACSR line. The estimated unit cost to complete this project is \$40,900 per mile; or \$143,000 for the required line rebuild.

There is a single-phase tap that runs along the Shakey Lakes Park Road that is an old deteriorated line. It was not included in the current Work Plan. This one mile section, on the tap North of G12, could also be rebuilt to two-phase, 1/0 ACSR for the same reasons as Code 352. A \$40,900 investment would be required for that new and additional portion of the line rebuild.

Including the additional 1 mile of line to the Shakey Lakes campground brings the total cost of the rebuild to approximately \$184,200.

Requested Contribution in Aid of Construction

The electrical load on the area facilities is high in the summer, and area Voltage regulators operate to the full boost position. Loading on the main line is estimated at 48 Amps. There are numerous issues, and crews and management have had to respond on numerous occasions. Protective devices are difficult to coordinate as load at line end is high and capacity of devices is low. Multi-phasing alleviates that issue.

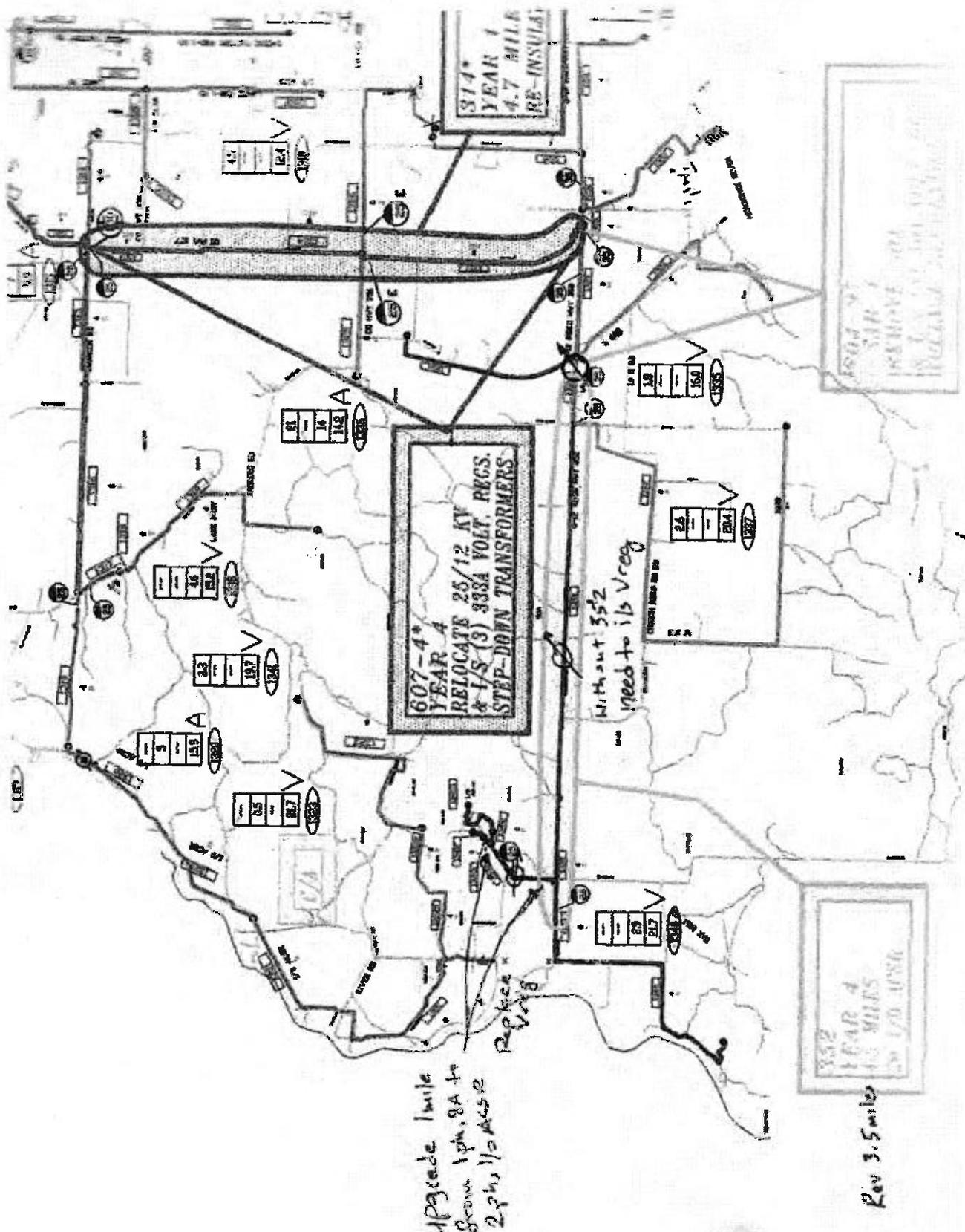
Without the line rebuild, the Voltage regulator on the single-phase line feeding Shakey Lakes needs to be replaced at a cost of \$7,000. An additional regulator needs to be installed at a cost of \$7,000. This would result in 5 regulators in series, which is not RUS acceptable, and will result in reduced operating performance.

In 2012, Alger Delta responded to requests from the campground by providing approximately \$10,000 in transformer upgrades within the park. These upgrades were installed in 2012 prior to the camping season. Reduced trouble calls and overtime helped recoup some of that cost. The transformer upgrades provided higher capacity and a tighter voltage bandwidth for the park during the peak summer season. Alger Delta is not seeking to recover any remaining cost of the transformer upgrades.

For the proposed line rebuild, Alger Delta is requesting a Contribution in Aid of Construction that will cover part of the cost of the additional phase and capacity upgrade. The request contribution is \$20,000 – about half the cost of the additional 1 mile of line rebuild.

Benefits

By extending the second phase to the campground, Shaky Lakes will be able to split the load and provide for approximately 4 times the existing electric capacity. This will provide enough capacity for any reasonable load growth and park expansions including upgrading all sites to 50 amp breakers. If upgrading all sites to 50 amp breakers, additional transformer upgrades may be required in some locations and will be handled separately from this project.



Upgrade line from 1 ph. 8A to 2 ph. 1/0.45E

Replace Ring

Without 352 need to is Vreg

Rev 3.5 miles

