

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
Fax: (906) 863-8839*

The Menominee County
Parks and Recreation Committee
Will meet on **Tuesday ~February 1, 2011**
at **6:00 p.m. C.D.T. at the Stephenson High School Library**
~A QURAUUM OF THE BOARD MAY BE PRESENT~

AGENDA

- A. Call Meeting to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Previous Meeting Minutes
- E. Public Comment
- F. Business
 - a. Bylaws Review/Mileage in lieu of
 - b. Park Rules Review
 - c. Budget Review
 - d. Lease Program and Rates
 - e. Grants Submission Ideas
 - f. Shakey Lakes Bathhouse Project Update
 - g. Project Wish List
 - h. Any other matters
- G. Correspondence
- H. Any Other Items Members Wish to Present
- I. Public Comment
- J. Adjournment

James Furlong – Chairperson

Bernie Lang – Vice Chairperson

Jim Pearson

Mark Jasper

Charlie Meintz

Menominee County Parks and Recreation Committee

Meeting Minutes

January 13, 2011

The meeting was called to order at 6:00 p.m. by Chair Bob Desjarlais at the Stephenson Annex on January 13, 2011.

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

Approval of agenda: Agenda was amended to include a dialog with the Fair Board. Motion to amend by Meintz supported by Cody, approved

Minutes: Motion to approve December 14, 2010 minutes by Bleile supported by Jerzyk, approved

Public Comment: none

Business:

- a. Fair Board Members: Diane Brazelton- Board trustee, Steph Bruno-Superintendent Adult still Exhibit, Sally Ebsch-Board Trustee, Phyllis Kaczmarczyk-Board Treasurer, Larry Roetzer-Board President, Nita Curtis- Horse Superintendent, and Kandace Curran-Fair Manager/Board Secretary.
 1. The Fair Board would like to reserve 25 campsites for fair weekend motion made by Ivens supported by Bleile, approved,
 2. Fair Board received a \$7500 2% grant for the Pull Track Project for expansion, fill and fencing. The Fair Board would like to share the Proposed Project Manager to oversee the Pull Track Project when the Bathhouse Project is in construction. The Fair Board would like to see the Pull Track utilized a few times over the summer for pulls. Motion made to combine projects and to be overseen by Potential Project Manager made by Meintz supported by Ivens, approved
- b. Election of Officers: Bob Desjarlais was elected chairman, Charlie Meintz - vice chairman and Glenn Cody – secretary.
- c. 2011 Meeting Dates: First Tuesday of every month beginning at 6:00 p.m. The June meeting will be held at Bailey Park, the July meeting at River Park, and the August meeting at Shakey Lakes. Venue to be determined by Admin. Bousley
- d. Bylaws Review: copies of the bylaws were given to members for review at home. They will be discussed at the next meeting. Park rules and regulations will also be reviewed.
- e. Budget Review: Brian commented briefly on the budget remarking that the “bottom line is OK.”
- f. Lease Program Update: The rate increases (20%) set for the 2011 camping season was

discussed. It was reported that six people attended the Menominee County Board of Commissioners meeting on Jan. 11, 2011; three of them spoke in opposition to the rate increases. Ruby suggested that the camping rates should be set earlier next year. It was also suggested that the committee at some point consider establishing separate resident and non-resident fees as in neighboring Delta County.

- g. Grant Proposals: Suggestions for grant proposals were discussed. These included: a new well and electricity for River Park, five ADA, paved (blacktop) campsites, and additional picnic tables and fire rings. Additional "wish list" items will be discussed at the next meeting.
- h. 5 Year Recreation Plan Update: Brian announced that the committee will study the plan at the next meeting.
- i. Shakey Lakes Bathhouse Project Update: Brian announced that the bathhouse plans have been sent to the Health Department and the DNR for their review and approval. Following approval, the bidding process will begin.
- j. Other Business:

Camping Host: Ruby suggested that the committee consider the establishment of host campers at the campgrounds, especially since some campers at Kleinke Park has expressed a need for more supervision there. It has also been reported that the dump station at Kleinke Park is often used illegally by campers from other parks. Ruby brought information about the Michigan Campground Host Training Program that offers a two-day training conference for prospective host campers in the Michigan state park system. Bob suggested that current park employees be dispatched to Kleinke in order to increase supervision there at critical times (e.g. holiday weekends) No action was taken.

Fire Works at County Parks: This was tabled until the next meeting when the park regulations will be discussed in detail.

Internet at Shakey Lakes Park: Brian expressed the need to supply internet access at the park. Charlie remarked that there appears to be sufficient 3G coverage in the area already. This will be researched further.

Advertising Board at County Parks: Charlie suggested that the committee consider a protected bulletin board for the benefit of campers at the parks that would contain information about services (e.g. restaurants, fire wood, etc.) in the area. Advertising space would be rented to local businesses. This matter was tabled until the next meeting.

No correspondence was presented. No additional business. No public comment.

The meeting was motioned to adjourn by Ruby with a second by Vola.

The meeting was adjourned at 8:30.

k.

Public Input Session ~ Menominee County 5 Year Recreational Plan
October 13, 2010 minutes

Present: James Furlong, Bob Desjarlais, Gail Jerzyk, Charlie Meintz, Brian Bousley from the Parks and Recreational Committee members, Public Attendance: Dick and Charlene Peterson, Dick and Christine Salo, Earl Jerzyk

Discussion: Public input on the Menominee County 5 Year Recreational Plan

Shakey Lakes Park

Bob Desjarlais provided the proposed updates: construction of a new bathhouse to include ADA accessible shower and restroom, construction of ADA campsites 3 to 4 within the next several years, fishing platform on Resort and Bass Lake, electrical upgrade at all campsites to 50 amps, construction of the rustic cabin for rent in the back forty of the park.

Charlene Peterson – wanted the Parks Committee to look into the possibility of a boat wash. Stated there should be grants available through the US Forest Service. The boat wash would help in controlling the spread of any evasive species.

Dick Peterson- wanted the Parks Committee to look into the removal of stumps at Shakey Lakes and said there is an infestation of badgers and badger holes throughout the park.

River Park

Bob Desjarlais provided the proposed updates: construction of campsites to offer rustic camping, drilling of a well to provide a potable water supply, have electricity within the pavilion and the possibility of construction of a boat launch.

Earl Jerzyk – stated the improvements of the retaining wall and drainage ditch are wonderful improvements and would like to have camping offered at the park.

Brian Bousley- stated the boat launch would be a great addition to the park, but was not sure where it could be located. Bousley will contact he DNRE for suggestions

Airport Park

Bob Desjarlais provided the proposed updates: construction of a trail to the bay, small pavilion to house 2 to 3 picnic tables and the construction of a vaulted toilet

Stoney Point

Bob Desjarlais provided the proposed updates: pave parking lot and install new dock at boat launch

Longrie

Bob Desjarlais provided the proposed updates: at present time is undeveloped, would like to develop primitive campsites, construct vaulted toilets and drill a well to provide a potable water supply

Brian Bousley- suggested a select cutting of the property and using the lumber within the parks, Desjarlais suggested the lumber could be used for signs and other construction projects within the parks

Dick Peterson- suggested signage for Longrie Park as not too many people are aware of the property, could be developed as a hiking trail

Bailey Park

Bob Desjarlais provided the proposed updates: development of a nature trail, construction of wheel chair walkways and nature trails with rest stops and placards describing the plant life, ADA accessible platform with seating by Rochereau Creek, barriers to prevent vehicle access to the beach, construction of a new parking lot and the construction of a covered picnic area with 2 to 3 picnic tables

James Furlong- stated the acreage across M-35 can be utilized for parking and nature trail development

Mason Park

Bob Desjarlais provided the proposed updates: upgrading boat launch and development of the park into a day use park with a picnic area and grills

Kleinke Park

Bob Desjarlais provided the proposed updates: installation of water on each campsite, designation of a swimming area, installing an additional well at the southern end of the park, blacktop the park road

Christine Salo- would like to see the creation of speed bumps throughout the park road.

Dick Salo- suggested the leveling and filling in of several sites within the park as it is difficult to back into form campers

Charlie Meintz- the designation of a swimming area, need to set signs and possible putting out buoys, the tree planting and shrub planting between the campsites as a barrier should continue.

Results from the park surveys, majority of the returned surveys were in support of the construction of the ADA accessible bathhouse at Shakey Lakes Park and the development of River Park. One survey was returned making the statement of leaving River Park as is.

Bob Desjarlais- the suggestions from the public will be taken into consideration within the recreation plan. Once the rec plan is in draft form the public will have another opportunity to review it and come together for another public meeting.

Meeting was adjourned at 2:55 pm

Submitted: Brian R. Bousley
County Administrator

Standard Budget Report

January 2011 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	0.00	0.00	8,200.00	-8,200.00	0.00
ANNUAL 2 FOR	0.00	0.00	250.00	-250.00	0.00
DAILY	0.00	0.00	5,000.00	-5,000.00	0.00
SENIOR CITIZENS	0.00	0.00	300.00	-300.00	0.00
GATE RECEIPTS FOR FAIR	0.00	0.00	8,017.00	-8,017.00	0.00
SHAKEY CAMPING FEES	0.00	496.00	67,000.00	-66,504.00	0.74
KLEINKE CAMPING FEES	0.00	778.50	20,000.00	-19,221.50	3.89
SHAKEY LAKE LEASE SITES	5,400.00	5,432.00	51,650.00	-46,218.00	10.52
KLEINKE LEASE SITES	3,570.00	3,570.00	15,000.00	-11,430.00	23.80
Total Charges for Services	8,970.00	10,276.50	175,717.00	-165,440.50	5.85
Interest and Rents					
PAVILLION-SHAKEY	0.00	0.00	210.00	-210.00	0.00
PAVILLION-KLEINKE	0.00	0.00	60.00	-60.00	0.00
Outside Storage	0.00	1,975.00	3,600.00	-1,625.00	54.86
Inside (Fair) Storage	0.00	4,823.80	2,500.00	2,323.80	192.95
Total Interest and Rents	0.00	6,798.80	6,370.00	428.80	106.73
Total Program Revenues	8,970.00	17,075.30	182,087.00	-165,011.70	9.38
Special Items					
Other Revenue					
FIREWOOD-KLEINKE	0.00	5.00	0.00	5.00	0.00
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	66.75	100.00	-33.25	66.75
Sweatshirt Revenue	0.00	58.50	400.00	-341.50	14.63
GENERAL FUND APPROPRIATION	12,136.25	24,272.50	48,545.00	-24,272.50	50.00
Total Other Revenue	12,136.25	24,402.75	51,445.00	-27,042.25	47.43
Total Special Items	12,136.25	24,402.75	51,445.00	-27,042.25	47.43
Total Revenues	21,106.25	41,478.05	233,532.00	-192,053.95	17.76

MENOMINEE COUNTY
Standard Budget Report
 January 2011 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
SALARIES	2,590.15	17,866.27	64,736.00	46,869.73	27.60
SALARIES - TEMPORARY	0.00	432.00	23,760.00	23,328.00	1.82
OVERTIME	0.00	0.00	2,500.00	2,500.00	0.00
LONGEVITY	0.00	625.00	625.00	0.00	100.00
HOSPITAL DEDUCTIBLE	2,803.81	6,942.49	26,863.00	19,920.51	25.84
LIFE INSURANCE	4.60	18.40	60.00	41.60	30.67
FICA-OASDI	153.46	1,262.73	5,364.00	4,121.27	23.45
FICA-MEDI	35.89	295.32	1,302.00	1,006.68	22.68
WORKMENS COMPENSATION	0.00	774.88	2,970.00	2,195.12	26.09
RETIREMENT	0.00	1,582.40	10,281.00	8,698.60	15.39
OFFICE SUPPLIES	0.00	594.00	1,650.00	1,056.00	36.00
OFFICE EQUIPMENT	0.00	0.00	500.00	500.00	0.00
POSTAGE-COUNTY PARKS	0.00	0.00	350.00	350.00	0.00
GAS, OIL ETC	113.51	713.78	5,000.00	4,286.22	14.28
DIESEL FUEL	0.00	0.00	2,000.00	2,000.00	0.00
L.P. GAS	0.00	1,031.28	2,800.00	1,768.72	36.83
UNIFORMS	0.00	164.00	700.00	536.00	23.43
UNIFORMS/SUMMER HELP	0.00	0.00	200.00	200.00	0.00
JANITORIAL SUPPLIES	0.00	0.00	3,000.00	3,000.00	0.00
OTHER OPERATING/GENERAL	47.86	130.64	1,000.00	869.36	13.06
BROCHURES/STICKERS	0.00	0.00	3,000.00	3,000.00	0.00
TREE REPLACEMENT	0.00	0.00	1,000.00	1,000.00	0.00
DEQ Permits	0.00	358.00	850.00	492.00	42.12
CONSTRUCTION SUPPLIES	17.77	913.27	1,500.00	586.73	60.88
PROFESSIONAL/CONTRACTURAL SERVICES	0.00	1,249.00	1,500.00	251.00	83.27
PROFESSIONAL-PHYSICALS	0.00	0.00	650.00	650.00	0.00
TRAVEL/Parks Per Diems & Mileage	24.48	24.48	1,500.00	1,475.52	1.63
PROGRAMMING/RECREATION	0.00	0.00	450.00	450.00	0.00
Sweatshirts	0.00	0.00	500.00	500.00	0.00
Gate Receipts	0.00	0.00	6,000.00	6,000.00	0.00
Inside Storage	0.00	0.00	1,600.00	1,600.00	0.00
WATER TESTING	0.00	364.43	800.00	435.57	45.55
UTILITIES/ELECTRIC	516.48	2,701.91	30,000.00	27,298.09	9.01
EQUIPMENT MAINTENANCE	8.49	933.29	4,000.00	3,066.71	23.33
FACILITY MAINTENANCE	0.00	597.80	4,000.00	3,402.20	14.95
GROUNDS MAINTENANCE	441.88	441.88	4,000.00	3,558.12	11.05

Standard Budget Report

January 2011 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
RENTAL/CONTRACTING	0.00	5,035.20	7,500.00	2,464.80	67.14
REFUNDS/REBATES	0.00	0.00	4,000.00	4,000.00	0.00
NEW/REPLACEMENT EQUIPMENT	0.00	762.61	5,000.00	4,237.39	15.25
Total COUNTY PARKS	<u>6,758.38</u>	<u>45,815.06</u>	<u>233,531.00</u>	<u>187,715.94</u>	<u>19.62</u>
Total Recreation and Culture	<u>6,758.38</u>	<u>45,815.06</u>	<u>233,531.00</u>	<u>187,715.94</u>	<u>19.62</u>
Total Expenditures	<u>6,758.38</u>	<u>45,815.06</u>	<u>233,531.00</u>	<u>187,715.94</u>	<u>19.62</u>
CHANGE IN FUND EQUITY	14,347.87	-4,337.01	1.00	-4,338.01	433,701.00