

"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
Fax: (906) 863-8839*

The Menominee County
Parks and Recreation Committee
Will meet on **Tuesday ~July 5, 2011**
at **6:30 p.m. C.D.T. at the Bailey Park, West Shore Fishing Museum**

~A Quorum of The Board Maybe 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. Discussion of Camp Training (attended by Ruby Ivens)
 - b. Park Office Manager/ Park Ranger Report
 - c. Budget –monthly review
 - d. Summer Projects at the Parks
 - e. Equipment Purchases
 - f. Bylaws, Park Rules Review
 - g. Lease site policy and procedures
 - 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

Charlie Meintz

Mark Jasper

Menominee County Parks & Recreation Committee

Meeting Minutes

June 7, 2011

The meeting was called to order by Chair Bob Desjarlais at 6:30 p.m. on June 7, 2011 at Kleinke Park on M-35.

Committee Members present were Vola Bleile, Bob Desjarlais, Gail Jerzyk, County Commissioners Charlie Meintz & Mark Jasper, Administrator Brian Bousley, Karen Kayser, Parks Office Manager, Al Thompson, Bldg & Grounds supervisor, & Dan Menacher, Bldg. Inspector.

Approval of Agenda: Motion by Mark Jasper with a second by Charlie Meintz. Motion carried.

Approval of Previous minutes: Motion by Gail Jerzyk with a second by Vola Bleile. Motion carried.

Public Comment: Questions were asked about how soon the horse shoe pits at Kleinke Park would be completed.

Business:

a. Discussion of Camp Host Training: C. Meintz made the motion to table the discussion until the July 5, 2011 meeting when Ruby Ivens would be present. G. Jerzyk added a second. Motion carried.

b. Park Office Manager/ Park Ranger Report: Karen Kayser reported Shakey Lakes Parks would be holding Easter in June weekend. Many Local businesses have contributed prizes. Camping is down. She will check to see if there are less campers from out of state or out of county or if there are less Menominee County campers.

B. Desjarlais made a motion for Al Thompson to build a boat dock to be put near the Park Office. This could be used as a fishing pier for children. V. Bleile made a second. Motion carried.

c. Budget- monthly review: B. Bousley & A. Thompson are looking into buying a new or used lawn mower for the parks.

d. Review of 2% Grants received: B. Bousley stated we received a \$14,000.00 grant for the Stoney Point boat landing but the permits have not come in. We also received \$5,121.00 for new park picnic tables.

e. Summer Projects at the Parks: Nothing can be done until after June 14, 2011.

f. Concession Stand: Pop machine has been installed at Kleinke Park by the Bathhouse.

g. Bylaws, Park Rules Review: R96-4 will stay the same. R96-11 A motion by C. Meintz to amend it to read meeting fee of \$25.00 will be paid to each public member who attends a regular or special committee meeting. Public members are responsible for submitting all of their expenses (mileage & meeting per diem). These expenses shall be submitted to the County Administrator's office by the seventh (7th) day of the following month or be forfeited. These expenses will be submitted on a form labeled "Menominee County Reimbursement Voucher, Menominee County Parks Committee" which will be made available for committee members through the County Administrator's Office. G. Jerzyk made a second. Motion carried.

No Correspondence

No Public Comment.

Adjournment motion was made by C. Meintz with a second from V. Bleile.

Adjournment was at 7:50 p.m

Submitted by Gail Jerzyk

COUNTY PARKS

County of Menominee
Revenue Voucher

Date 6/01/11-6/15/11

208-000-649.00	Firewood Shakey	\$
208-000-649.02	Ice Sales Shakey	\$
208-000-651.01	Annual Sticker Sales	\$ 1500.00
208-000-651.02	Annual 2 nd Sticker	\$ 25.00
208-000-651.03	Daily Sticker Sales	\$ 362.00
208-000-651.04	Senior Citizens Sticker	\$ 16.00
208-000-651-05	Gate Receipt/Fair	\$
208-000-653.01	Shakey Lakes Fees	\$ 9702.00
208-000-653.02	Kleinke Park Fees	\$ 1187.00
208-000-654.00	Shakey Lakes Leased	\$
208-000-654.02	Kleinke Park Leased	\$ 480.00
208-000-666.01	Pavilion-Shakey Lakes	\$
208-000-666.02	Pavilion-Kleinke	\$
208-000-649.00	Cash Over/Short	\$
208-000-667.02	Storage rental outside	\$
208-000-667.03	Storage rental inside	\$
208-000-676.00	Misc receipts	\$
208-000-676.02	Sweatshirts	\$
208-000-673.01	Firewood Kleinke	\$ 40.00
208-000-673.02	Ice Kleinke	\$ 6.00
208-000-673.03	Showers Kleinke	\$ 24.25
208-000-673.04	Showers Shakey Lakes	\$ 80.50
701-000-228.23	Sales Tax	\$

Total Parks \$ 13422.75

220-000-652.01 Boating \$ 478.00

Total Boat fees \$ 478.00

Total receipts \$ 13900.75

MENOMINEE COUNTY Standard Budget Report

June 2011 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
General Revenues					
Taxes					
HANNAHVILLE GRANT	5,125.00	5,125.00	0.00	5,125.00	0.00
Total Taxes	<u>5,125.00</u>	<u>5,125.00</u>	<u>0.00</u>	<u>5,125.00</u>	<u>0.00</u>
Program Revenues					
Charges for Services					
FIREWOOD SALES	0.00	0.00	300.00	-300.00	0.00
TIMBER SALES	0.00	650.00	0.00	650.00	0.00
ANNUAL	3,180.00	3,220.00	8,200.00	-4,980.00	39.27
ANNUAL 2 FOR	60.00	68.00	250.00	-182.00	27.20
DAILY	627.00	627.00	5,000.00	-4,373.00	12.54
SENIOR CITIZENS	56.00	64.00	300.00	-236.00	21.33
GATE RECEIPTS FOR FAIR	0.00	0.00	8,017.00	-8,017.00	0.00
SHAKY CAMPING FEES	17,058.00	42,290.00	67,000.00	-24,710.00	63.12
KLEINKE CAMPING FEES	2,776.00	3,789.50	20,000.00	-16,210.50	18.95
SHAKY LAKE LEASE SITES	600.00	65,582.00	51,650.00	13,932.00	126.97
KLEINKE LEASE SITES	480.00	14,190.00	15,000.00	-810.00	94.60
Total Charges for Services	<u>24,837.00</u>	<u>130,480.50</u>	<u>175,717.00</u>	<u>-45,236.50</u>	<u>74.26</u>
Interest and Rents					
PAVILLION-SHAKEY	50.00	50.00	210.00	-160.00	23.81
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	<u>50.00</u>	<u>6,848.80</u>	<u>6,370.00</u>	<u>478.80</u>	<u>107.52</u>
Total Program Revenues	<u>24,887.00</u>	<u>137,329.30</u>	<u>182,087.00</u>	<u>-44,757.70</u>	<u>75.42</u>

MENOMINEE COUNTY Standard Budget Report

June 2011 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Other Revenue					
Special Items					
FIREWOOD-KLEINKE	40.00	45.00	0.00	45.00	0.00
ICE-KLEINKE	6.00	6.00	0.00	6.00	0.00
PAID SHOWERS-KLEINKE	69.25	82.25	400.00	-317.75	20.56
PAID SHOWERS-SHAKEY	221.50	221.50	2,000.00	-1,778.50	11.07
MISCELLANEOUS RECEIPTS	0.00	66.75	100.00	-33.25	66.75
Sweatshirt Revenue	24.53	83.03	400.00	-316.97	20.76
GENERAL FUND APPROPRIATION	0.00	36,408.75	48,545.00	-12,136.25	75.00
Total Other Revenue	361.28	36,913.28	51,445.00	-14,531.72	71.75
Total Special Items	361.28	36,913.28	51,445.00	-14,531.72	71.75
Total Revenues	30,373.28	179,367.58	233,532.00	-54,164.42	76.81

MENOMINEE COUNTY
Standard Budget Report
 June 2011 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
SALARIES	5,404.26	45,965.36	64,736.00	18,770.64	71.00
SALARIES - TEMPORARY	4,836.50	6,170.75	23,760.00	17,589.25	25.97
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	2,730.33	20,630.88	26,863.00	6,232.12	76.80
LIFE INSURANCE	9.20	46.00	60.00	14.00	76.67
FICA-OASDI	610.03	3,251.12	5,384.00	2,132.88	60.38
FICA-MEDI	142.68	760.41	1,302.00	541.59	58.40
WORKMENS COMPENSATION	885.79	2,435.55	2,970.00	534.45	82.01
RETIREMENT	791.45	6,879.99	10,281.00	3,401.01	66.92
OFFICE SUPPLIES	80.69	1,078.31	1,650.00	571.69	65.35
OFFICE EQUIPMENT	0.00	0.00	500.00	500.00	0.00
POSTAGE-COUNTY PARKS	0.00	205.24	350.00	144.76	58.64
GAS, OIL ETC	1,325.07	5,269.98	5,000.00	-269.98	105.40
DIESEL FUEL	0.00	0.00	2,000.00	2,000.00	0.00
L.P. GAS	0.00	2,642.52	2,800.00	157.48	94.38
UNIFORMS	0.00	293.13	700.00	406.87	41.88
UNIFORMS/SUMMER HELP	0.00	0.00	200.00	200.00	0.00
JANITORIAL SUPPLIES	631.40	2,560.53	3,000.00	439.47	85.35
OTHER OPERATING/GENERAL	374.25	900.99	1,000.00	99.01	90.10
BROCHURES/STICKERS	0.00	0.00	3,000.00	3,000.00	0.00
TREE REPLACEMENT	0.00	990.00	1,000.00	10.00	99.00
DEQ Permits	0.00	558.00	850.00	292.00	65.65
CONSTRUCTION SUPPLIES	101.92	1,052.17	1,500.00	447.83	70.14
PROFESSIONAL/CONTRACTURAL SERVICES	582.00	1,831.00	1,500.00	-331.00	122.07
PROFESSIONAL-PHYSICALS	0.00	65.00	650.00	585.00	10.00
TRAVEL/Parks Per Diems & Mileage	0.00	388.24	1,500.00	1,111.76	25.88
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	137.76	622.19	800.00	177.81	77.77
UTILITIES/ELECTRIC	2,946.73	8,646.53	30,000.00	21,353.47	28.82
EQUIPMENT MAINTENANCE	254.11	2,717.34	4,000.00	1,282.66	67.93
FACILITY MAINTENANCE	0.00	1,211.69	4,000.00	2,788.31	30.29
GROUNDS MAINTENANCE	0.00	1,521.40	4,000.00	2,478.60	38.03

MENOMINEE COUNTY
Standard Budget Report
 June 2011 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
RENTAL/CONTRACTING	1,028.74	7,004.43	7,500.00	495.57	93.39
REFUNDS/REBATES	355.00	421.00	4,000.00	3,579.00	10.53
NEW/REPLACEMENT EQUIPMENT	0.00	817.91	5,000.00	4,182.09	16.36
Total COUNTY PARKS	23,227.91	127,562.66	233,531.00	105,968.34	54.62
Total Recreation and Culture	23,227.91	127,562.66	233,531.00	105,968.34	54.62
Total Expenditures	23,227.91	127,562.66	233,531.00	105,968.34	54.62
CHANGE IN FUND EQUITY	7,145.37	51,804.92	1.00	51,803.92	-5,180,492.00

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June 29, 2011

Jeff Walechka
Walechka Inc.
N13975 Co. Rd. 551
Wilson, Mi 49896

Dear Jeff,

The Menominee County Board of Commissioners, during their June 24, 2011 meeting approved your bid in the amount of \$18,000 for the reconstruction of a Truck/tractor pulling track including lengthening track and placing a new clay surface at Shakey Lakes Park.

Please contact Kandace Curran, Fair Manager at 906-753-2209 for further information.

Sincerely,



Brian R. Bousley
County Administrator

cc: Men. Co. Parks Committee

James Furlong - Chairperson

Bernie Lang - Vice Chairperson

Charlie Meintz

Mark Jasper

Jim Pearson

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June 29, 2011

Jim Hoffman
M&M Trucking
2100 23rd Ave.
Menominee, MI 49858

Dear Jim,

The Menominee County Board of Commissioners, during their June 28, 2011 meeting approved your bid in the amount of \$23,630 for the installation of On-Site Sewage Treatment/Disposal System to service the new bathhouse at Shakey Lakes Park.

Dan Menacher is our project manager for the bathhouse. Please contact him for specific information on this project at 906-753-6343.

Feel free to contact me at 906-863-7779 if you have any questions.

Sincerely,



Brian R. Bousley
County Administrator

Cc: Men. Co. Parks Com.

James Furlong - Chairperson

Bernie Lang - Vice Chairperson

Charlie Meintz

Mark Jasper

Jim Pearson

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June 29, 2011

Bryan Kozikowski
Kozikowski Well & Pump
W15515 Elmwood Rd.
Menominee, MI 49858

Dear Bryan,

The Menominee County Board of Commissioners, during their June 28, 2011 meeting approved your bid in the amount of \$9,800 for the installation of a drilled well to service the new bathhouse at Shakey Lakes Park.

Dan Menacher is our project manager for the bathhouse. Please contact him for specific information on this project at 906-753-6343.

Feel free to contact me at 906-863-7779 if you have any questions.

Sincerely,



Brian R. Bousley,
County Administrator

Cc: Menominee County Parks Committee

James Furlong - Chairperson

Bernie Lang - Vice Chairperson

Charlie Meintz

Mark Jasper

Jim Pearson