

**Menominee County Parks and Recreation Committee
will meet on Monday, October 5, 2020 – 6 PM at
The Annex, Stephenson, MI**

-A Quorum of The Menominee County Board of Commissioners may be present

Agenda

- 1) Call meeting to order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Approval of Previous Meeting Minutes – September 14, 2020
- 6) Public Comment
- 7) Business:
 - a) Review Financials and Budget
 - b) On line reservations (Mike Kass)
 - c) Kayak launch at Mason Park (Larry Phelps)
 - d) Parks' Ordinance Review
 - e) Stoney Point Rip Rap project
 - f) Shakey Lakes Concession stand lease
 - g) Meeting schedule
 - h) Bids for new construction at Bailey
- 8) Correspondence
- 9) Any other comments by Park Board
- 10) Public Comment
- 11) Adjournment

MENOMINEE COUNTY PARKS COMMITTEE

MINUTES September 14, 2020

1. The meeting was called to order at 12::00PM (Noon) by Chair Bob Desjarlais at the Bailey Park in Cedar River, MI.
2. Pledge of Allegiance was recited by all.
3. **Reporting for roll call were:** County Administrator Jason Carviou, Dick Peterson, Kathy Branz, Bob Desjarlais, and County Commissioners Larry Phelps. Excused was Vola Bleile. Mike Kass and Bill Cech. Others in attendance were Noreen Johnson and volunteers from Bailey Park
4. **Approval of agenda:** Motion by Kathy Branz to approve the Agenda supported by Dick Peterson. All were in favor.
5. **Minutes:** Dick Peterson made a motion to accept the August 3, 2020 minutes supported by Kathy Branz with all in favor.
6. **Public Comments:** Noreen Johnson thanked everyone for coming. The discussion on the Flag Pole Project – all went to the shore to look at the situation. Jason suggested cutting off the prow and extending the deck with wood and leave it for a couple of years. Larry stated one side is fractured and that is a liability. At this time he was against excavating to put in a form (as this could undermine the existing flag pole structure which is solid). The integrity of the mast is good, you could remove the rocks and fill in underneath, but it would be hard to get a good settle in the cement. Jason felt the prow should be cut off and let it drop down and rebuild it with a wood structure. Noreen asked about cutting off the prow and letting it sit for a year. It was decided to get some cost together and present them at our next meeting..
7. **Business:**
 - a. **Review Financials/Budget** – We show a surplus of \$46,719.48. There are still some September receipts to be deposited and a few bills for September. The transfer in from fund balance will not be done this year. Our expenses at this time are 81% of budget. Jason said he would like to postpone the restrooms and replace the pit toilets, which would be a great savings. Bob felt this could possibly be put on hold and we should make all the sites with electric. Jason will look up the numbers that were quoted from Alger Delta to add electric and bring to the next meeting. Research will also be done on the cost of replacing the pit toilets. A motion by Kathy Branz to accept the financials, supported by Dick Peterson with all in favor.
 - b. **On line reservations – (Mike Kass):** Tabled until October/November. All work will be done by the company and will not take long
 - c. **Kayak Launch Mason Park (Larry Phelps)** – Larry Phelps had a picture of what the launch will look like He also presented a list of prospective donators for the project. The County Board agreed to \$20,000. Larry needed permission to spend \$4,900 for Ayeers Engineers for a study. A motion by Kathy Branz to recommend

to the County Board to go with Ayeers Engineers to determine the feasibility of the project at Mason Park. Bob Desjarlais supported this motion with all in favor.

- d. Parks Ordinance Review:** Our goal is to present to the County Board in October or November and have completed by December 31, 2020.
- e. Stoney Point Rip Rap project:** The lowest bid received was \$19,500 from Valley Mechanical. Goal is to have this completed by December 31, 2020.
- f. Shakey Lakes Concession Stand lease:** Jason will work on this over the winter and have finalized for the spring of 2021.
- g. Meeting Schedule:** It was decided to go back to 10 meetings per year. November and February meetings will be eliminated. A motion by Dick Peterson to accept the 10 meetings with November and February being eliminated supported by Larry Phelps with all in favor.

8. Correspondence: None.

9. Any other item Members Wish to Present: Jason stated there was some work to be done at Shakey Lakes from wind damage and damage to a building from a car.

10. Public Comment: Noreen Johnson asked to add Bids for New Construction at Bailey be added to the October agenda.

11. Adjournment – Motion by Kathy Branz to adjourn supported by Larry Phelps with all in favor at 1:58 PM

12. Next meeting will be at the Annex in Stephenson, MI on October 5, 2020 at 6 P.M. (Due to COVID 19 meeting place may be moved – to be announced).

Submitted by,

Kathy Branz, Secretary

Menominee County Parks and Recreation Committee

PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2020 NORMAL (ABNORMAL)	MONTH 09/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - COUNTY PARKS						
Dept 000						
208-000-441.01	HANNAHVILLE GRANT	6,000.00	6,000.00	0.00	0.00	100.00
208-000-649.00	FIREWOOD SALES	100.00	35.00	0.00	65.00	35.00
208-000-649.02	ICE SALES	0.00	30.00	0.00	(30.00)	100.00
208-000-651.01	ANNUAL	9,750.00	18,752.00	584.00	(9,002.00)	192.33
208-000-651.03	DAILY	5,500.00	8,942.00	1,018.00	(3,442.00)	162.58
208-000-651.05	GATE RECEIPTS FOR FAIR	10,500.00	0.00	0.00	10,500.00	0.00
208-000-653.01	SHAKEY CAMPING FEES	90,000.00	120,187.00	7,530.00	(30,187.00)	133.54
208-000-653.02	KLEINKE CAMPING FEES	30,000.00	39,039.84	5,158.41	(9,039.84)	130.13
208-000-653.03	RIVER PARK CAMPING	600.00	1,349.00	210.00	(749.00)	224.83
208-000-654.00	SHAKEY LAKE LEASE SITES	68,000.00	69,685.00	0.00	(1,685.00)	102.48
208-000-654.02	KLEINKE LEASE SITES	15,000.00	17,115.00	0.00	(2,115.00)	114.10
208-000-666.01	PAVILLION-SHAKEY	200.00	150.00	0.00	50.00	75.00
208-000-666.02	PAVILLION-KLEINKE	100.00	250.00	0.00	(150.00)	250.00
208-000-666.03	RIVER PARK PAVILLION	50.00	50.00	0.00	0.00	100.00
208-000-667.02	Outside Storage	2,900.00	3,818.00	81.00	(918.00)	131.66
208-000-667.03	Inside (Fair) Storage	3,500.00	3,715.00	0.00	(215.00)	106.14
208-000-673.01	FIREWOOD-KLEINKE	250.00	555.00	145.00	(305.00)	222.00
208-000-673.02	ICE-KLEINKE	20.00	12.50	0.00	7.50	62.50
208-000-673.03	PAID SHOWERS-KLEINKE	750.00	763.50	127.25	(13.50)	101.80
208-000-673.04	PAID SHOWERS-SHAKEY	3,000.00	3,410.00	784.50	(410.00)	113.67
208-000-676.00	MISCELLANEOUS RECEIPTS	0.00	156.41	0.00	(156.41)	100.00
208-000-677.02	REIMBURSEMENTS	0.00	1,000.00	0.00	(1,000.00)	100.00
208-000-697.00	TRANSFER IN FROM FUND BALANCE	51,267.00	0.00	0.00	51,267.00	0.00
208-000-699.01	TRANSFER IN FROM DESIGNATED	19,494.35	10,369.35	0.00	9,125.00	53.19
Net - Dept 000 - NONE		316,981.35	305,384.60	15,638.16	11,596.75	
Dept 751						
208-751-704.00	SALARIES	57,739.00	59,306.84	4,910.92	(1,567.84)	102.72
208-751-705.00	SALARIES - PART TIME	62,010.00	52,834.38	7,858.50	9,175.62	85.20
208-751-706.00	OVERTIME	2,000.00	838.34	0.00	1,161.66	41.92
208-751-707.00	LONGEVITY	1,450.00	950.00	0.00	500.00	65.52
208-751-712.00	HOSPITAL DEDUCTIBLE	19,467.00	17,397.90	0.00	2,069.10	89.37
208-751-713.00	LIFE INSURANCE	45.00	41.30	0.00	3.70	91.78
208-751-715.00	FICA PAYROLL TAXES	7,392.00	6,659.64	766.29	732.36	90.09
208-751-715.01	FICA-MEDI	1,729.00	1,575.55	179.20	153.45	91.12
208-751-716.00	WORKMENS COMPENSATION	7,230.00	3,654.45	0.00	3,575.55	50.55
208-751-727.00	OFFICE SUPPLIES	500.00	564.63	45.59	(64.63)	112.93
208-751-728.00	OFFICE EQUIPMENT	300.00	300.00	0.00	0.00	100.00
208-751-729.00	POSTAGE-COUNTY PARKS	350.00	379.70	0.00	(29.70)	108.49
208-751-742.00	GAS, OIL ETC	7,000.00	5,223.45	789.91	1,776.55	74.62
208-751-743.00	DIESEL FUEL	1,000.00	764.65	0.00	235.35	76.47
208-751-744.00	L.P. GAS	3,500.00	3,336.10	0.00	163.90	95.32
208-751-745.00	UNIFORMS	600.00	388.79	229.63	211.21	64.80
208-751-745.01	UNIFORMS/SUMMER HELP	250.00	121.00	0.00	129.00	48.40
208-751-755.01	JANITORIAL SUPPLIES	3,500.00	3,285.34	945.00	214.66	93.87
208-751-755.02	OTHER OPERATING/GENERAL	3,500.00	3,279.23	60.44	220.77	93.69
208-751-755.04	BROCHURES/STICKERS	750.00	629.74	345.00	120.26	83.97
208-751-755.05	TREE REPLACEMENT	250.00	137.00	0.00	113.00	54.80
208-751-755.08	DEQ Permits	2,000.00	1,809.20	430.00	190.80	90.46
208-751-756.01	CONSTRUCTION SUPPLIES	1,000.00	265.02	42.87	734.98	26.50
208-751-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	2,500.00	889.80	95.00	1,610.20	35.59
208-751-801.01	PROFESSIONAL-PHYSICALS	750.00	682.00	0.00	68.00	90.93
208-751-801.02	COUNTY FAIR	6,000.00	6,000.00	0.00	0.00	100.00
208-751-850.00	TELEPHONE-SHAKEY LAKES	750.00	737.12	70.41	12.88	98.28

PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2020 NORMAL (ABNORMAL)	MONTH 09/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - COUNTY PARKS						
208-751-860.00	PARKS COMMITTEE - PER DIEM/MILEAGE	1,250.00	271.88	0.00	978.12	21.75
208-751-880.00	PROGRAMING/RECREATION	1,000.00	0.00	0.00	1,000.00	0.00
208-751-884.00	Gate Receipts	7,875.00	0.00	0.00	7,875.00	0.00
208-751-901.00	PARKS - ADVERTISING	4,000.00	587.00	80.75	3,413.00	14.68
208-751-920.00	WATER TESTING	1,300.00	1,255.30	359.10	44.70	96.56
208-751-920.01	UTLITIES/ELECTRIC	35,000.00	32,978.54	7,236.84	2,021.46	94.22
208-751-920.02	GARBAGE DISPOSAL	3,500.00	3,596.66	571.22	(96.66)	102.76
208-751-920.03	SEWER/SEPTIC DISPOSAL	5,000.00	4,540.00	190.00	460.00	90.80
208-751-930.02	EQUIPMENT MAINTENANCE	3,000.00	3,658.55	288.99	(658.55)	121.95
208-751-930.03	FACILITY MAINTENANCE	3,000.00	2,362.96	784.62	637.04	78.77
208-751-930.04	GROUNDS MAINTENANCE	5,000.00	5,069.12	0.00	(69.12)	101.38
208-751-934.00	HANNAHVILLE GRANT EXPENSE	6,000.00	6,000.00	6,000.00	0.00	100.00
208-751-964.00	REFUNDS/REBATES	19,000.00	18,359.50	447.00	640.50	96.63
208-751-970.00	CAPITAL OUTLAY	0.00	0.00	(224.02)	0.00	0.00
208-751-970.02	PICNIC TABLES	3,894.35	4,030.73	0.00	(136.38)	103.50
208-751-970.04	BAILEY PARK ELECTRIC TO BATHROOM	15,600.00	13,100.00	0.00	2,500.00	83.97
208-751-981.00	VEHICLE MAINTENANCE	3,000.00	2,995.91	475.64	4.09	99.86
208-751-984.00	NEW/REPLACEMENT EQUIPMENT	2,000.00	1,148.54	0.00	851.46	57.43
Net - Dept 751		(312,981.35)	(272,005.86)	(32,978.90)	(40,975.49)	
Fund 208 - COUNTY PARKS:						
TOTAL REVENUES		316,981.35	305,384.60	15,638.16	11,596.75	96.34
TOTAL EXPENDITURES		312,981.35	272,005.86	32,978.90	40,975.49	86.91
NET OF REVENUES & EXPENDITURES		4,000.00	33,378.74	(17,340.74)	(29,378.74)	834.47

PERIOD ENDING 09/30/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2020 NORMAL (ABNORMAL)	MONTH 09/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 220 - PARK IMPROVEMENT FUND						
Dept 000						
220-000-652.01	BOAT FEES	4,250.00	8,209.30	380.00	(3,959.30)	193.16
220-000-699.01	TRANSFER IN FROM FUND BALANCE	72,369.75	0.00	0.00	72,369.75	0.00
Net - Dept 000 - NONE		76,619.75	8,209.30	380.00	68,410.45	
Dept 752						
220-752-953.02	KLEINKE PARK IMPROVEMENT	0.00	(3,879.00)	0.00	3,879.00	100.00
220-752-953.05	STONE POINT IMPROVEMENTS	4,619.75	4,619.75	0.00	0.00	100.00
220-752-970.00	CAPITAL OUTLAY	5,000.00	300.00	0.00	4,700.00	6.00
220-752-970.01	CAPITAL OUTLAY	40,000.00	0.00	0.00	40,000.00	0.00
220-752-970.02	CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00
220-752-970.03	CAPITAL OUTLAY	7,000.00	6,744.32	0.00	255.68	96.35
Net - Dept 752 - PARK IMPROVEMENT EXPENDITURE		(76,619.75)	(7,785.07)	0.00	(68,834.68)	
Fund 220 - PARK IMPROVEMENT FUND:						
TOTAL REVENUES		76,619.75	8,209.30	380.00	68,410.45	10.71
TOTAL EXPENDITURES		76,619.75	7,785.07	0.00	68,834.68	10.16
NET OF REVENUES & EXPENDITURES		0.00	424.23	380.00	(424.23)	100.00
TOTAL REVENUES - ALL FUNDS		393,601.10	313,593.90	16,018.16	80,007.20	79.67
TOTAL EXPENDITURES - ALL FUNDS		389,601.10	279,790.93	32,978.90	109,810.17	71.81
NET OF REVENUES & EXPENDITURES		4,000.00	33,802.97	(16,960.74)	(29,802.97)	845.07