

**Menominee County Parks and Recreation Committee
will meet on Monday, February 3, 2020 – 5:30 PM at
Lake Township Hall, 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) Election of Officers
- 6) Approval of Previous Meeting Minutes – January 6, 2020
- 7) Public Comment
- 8) Business:
 - a) Review Financials and Budget
 - b) Morning Dove Productions - Colleen VanElls
 - c) New restrooms at Shakey Lakes – follow up
 - d) Added parking at Shakey Lakes Boat Launch
 - e) Electric at Bailey – update
 - f) On line reservations (Mike Kass)
 - g) Kayak launch at Mason Park (Larry Phelps)
 - h) Parks' Ordinance Review
 - i) Bailey Park, Kleinke and Shakey Lakes – Stump Removal
 - j) Approval of meeting schedule
- 9) Correspondence
- 10) Any other comments by Park Board
- 11) Public Comment
- 12) Adjournment

MENOMINEE COUNTY PARKS COMMITTEE

MINUTES JANUARY 6, 2020

1. The meeting was called to order at 5:30 PM by Chair, Bob Desjarlais at Lake Township Hall in Stephenson.
2. Pledge of Allegiance was recited by all.
3. **Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, County Commissioners Larry Phelps and Bill Cech and County Administrator Jason Carviou.. Excused were Mike Kass and Vola Bleile.

Others in attendance were Jim Quist, Karen Kayser, Charlene Peterson, Noreen Johnson and Rob Schrieber.

4. **Approval of agenda:** Motion by Dick Peterson to approve the Agenda supported by Larry Phelps with all in favor.
5. **Minutes:** Larry Phelps made a motion to accept the November 4, 2019 minutes supported by Dick Peterson. All were in favor. Motion carried.
6. **Public Comments:** None.
7. **Business:**
 - a. **Review Financials/b. Budget Review** – A question was raised by Kathy Branz regarding the \$948 month electric charge and the \$90 contracted service charge. Jason will look into this and get back to us.
 - b. **Budget Review** – Account 220 is for Capital Projects and 208 is the operating account. Any capital improvements will be transferred to the 220 account. It was decided in future the Financial and Budget review will be one line item. A motion by Kathy to accept the financial and budget with the answers to be forth coming supported by Dick with all in favor.
 - c. **Rob Schrieber, Camping Revocation** – Jason read the complaint against Mr. Schrieber. Mr. Schrieber stated some of the information was not correct. After a long deliberation it was decided Jason would write Mr. Schrieber a letter stating that his and/or any of his camping party (if on his site or not) will not be allowed to have any dogs in the park for one year. This is his warning regarding any other infractions that may occur. If there are any infractions he will be restricted from the park permanently along with fines.
 - d. **Electrical at Shakey Lakes and Bailey – Electrical Engineer:** Tabled.
 - e. **New restrooms at Shakey Lakes – follow up:** Waiting for bids to start project. Jason said they will be working with a new RFP and as soon as this is established this will be done.
 - f. **Added Parking at Shakey Lakes Boat Launch** – Bob is said the limestone crushing is scheduled for this summer. As soon as this happens we will have to see how to haul to Shakey Lakes. Larry suggested talking to the Road Commission and

see if something could be worked out with them. He also asked if there is a need to remove some of the existing soil and Jim said yes, but it is minor.

- g. Electric at Bailey** – Noreen presented the board with a sheet showing two proposals for the electric. “One” was to operate with two meters (minimum charge of \$28 per month) or “Two” was to transfer the old electrical service to the new commercial panel and operate on one meter. Solander (the electrician doing the project) said the existing service would easily be handled by the new 200 amp service. The additional cost would be \$2,000 to \$3,000; of which Noreen stated the Museum would help to cover these costs. A motion by Kathy to go with proposal two as it would pay for itself in six to nine years. This was supported by Larry with all in favor.
- h. Weekly Reservations at Kleinke** – 2020 Price list changes will have start date of April 27th and the free fishing weekends are February 15 and 16 and June 13 and 14. A motion by Bill to incorporate the reservations at Kleinke as follows: one week or two week reservations in addition to the one, two, three, four, five and six month reservations. To be made at least two weeks in advance and finalized upon receipt of payment. This was supported by Larry with all in favor. A motion by Bill to increase the boat launch fee from \$2 to \$3 daily. Supported by Larry with all in favor. Jason will get these changes/addition on the new price sheet.
- i. On line reservations** – Mike Kass sent information to Jason regarding the on line reservation program. Jason stated he will meet with Mike and Karen to look at the program Mike has recommended and if all agree it will be implemented.
- j. Kayak Launch Mason Park (Larry Phelps)** – At this time there is no change.
- k. Parks Ordinance Review:** Jason stated the proposed Ordinance is at the Attny’s for review. When returned they will be presented to the County Board for approval.
- l. Bailey Park, Kleinke and Shakey Lakes – Stump Removal:** – Jason has the list for the stumps to be removed. He feels it would benefit all to purchase a stump grinder (\$5,000 to \$6,000) that can be attached to our tractors with a three point hitch and it would be cost effective to grind our own stumps as this will be an ongoing issue. This would be a County Board decision.

8. Correspondence: None.

9. Any other item Members Wish to Present: Larry said he would like a drawing of the proposed Kayak Launch for Mason Park and Shakey Lakes. To present when looking for donations. He will check with an Engineer from Marinette to see what this would entail. Jason would like to see prospective drawings of future projects to show our vision for all the parks in the next 5 to 10 years. Noreen stated they have a drawing of Bailey with the prospective walking trails.

10. Public Comment: None.

11. Adjournment – Motion by Bill to adjourn supported by Dick with all in favor at 7:25 PM

12. Next meeting will be at Lake Township Hall on Cnty Rd 577 in Stephenson on February 3, 2020 at 5:30 P.M.

Submitted by: Kathy Branz, Sec.; Menominee County Parks and Recreation Committee

User: SSmith
DB: Menominee County

PERIOD ENDING 01/31/2019

GL NUMBER	DESCRIPTION	2018-19	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2019 NORM (ABNORM)	MONTH 01/31/19 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - COUNTY PARKS							
Revenues							
Dept 000							
208-000-441.01	HANNAHVILLE GRANT	0.00	0.00	0.00	0.00	0.00	0.00
208-000-649.00	FIREWOOD SALES	100.00	100.00	150.00	0.00	(50.00)	150.00
208-000-649.01	TIMBER SALES	0.00	0.00	0.00	0.00	0.00	0.00
208-000-649.02	ICE SALES	0.00	0.00	0.00	0.00	0.00	0.00
208-000-651.01	ANNUAL	9,000.00	9,000.00	24.00	24.00	8,976.00	0.27
208-000-651.02	ANNUAL 2 FOR	0.00	0.00	0.00	0.00	0.00	0.00
208-000-651.03	DAILY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
208-000-651.04	SENIOR CITIZENS	0.00	0.00	0.00	0.00	0.00	0.00
208-000-651.05	GATE RECEIPTS FOR FAIR	9,500.00	9,500.00	0.00	0.00	9,500.00	0.00
208-000-653.01	SHAKEY CAMPING FEES	80,000.00	80,000.00	595.00	0.00	79,405.00	0.74
208-000-653.02	KLEINKE CAMPING FEES	22,000.00	22,000.00	350.00	0.00	21,650.00	1.59
208-000-653.03	RIVER PARK CAMPING	500.00	500.00	0.00	0.00	500.00	0.00
208-000-654.00	SHAKEY LAKE LEASE SITES	70,000.00	70,000.00	9,150.00	9,150.00	60,850.00	13.07
208-000-654.02	KLEINKE LEASE SITES	15,000.00	15,000.00	3,150.00	3,150.00	11,850.00	21.00
208-000-666.01	PAVILLION-SHAKEY	200.00	200.00	0.00	0.00	200.00	0.00
208-000-666.02	PAVILLION-KLEINKE	100.00	100.00	0.00	0.00	100.00	0.00
208-000-666.03	RIVER PARK PAVILLION	150.00	150.00	0.00	0.00	150.00	0.00
208-000-667.02	Outside Storage	2,500.00	2,500.00	2,825.00	0.00	(325.00)	113.00
208-000-667.03	Inside (Fair) Storage	4,000.00	4,000.00	3,857.00	0.00	143.00	96.43
208-000-673.00	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
208-000-673.01	FIREWOOD-KLEINKE	250.00	250.00	0.00	0.00	250.00	0.00
208-000-673.02	ICE-KLEINKE	50.00	50.00	0.00	0.00	50.00	0.00
208-000-673.03	PAID SHOWERS-KLEINKE	600.00	600.00	0.00	0.00	600.00	0.00
208-000-673.04	PAID SHOWERS-SHAKEY	3,000.00	3,000.00	35.00	0.00	2,965.00	1.17
208-000-674.00	TREE REPLACEMENT DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
208-000-676.00	MISCELLANEOUS RECEIPTS	100.00	100.00	65.00	0.00	35.00	65.00
208-000-676.01	PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
208-000-676.02	Sweatshirt Revenue	0.00	0.00	0.00	0.00	0.00	0.00
208-000-677.02	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
208-000-686.00	PARK ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
208-000-694.00	CASH OVER AND SHORT	0.00	0.00	0.00	0.00	0.00	0.00
208-000-697.00	TRANSFER IN FROM FUND BALANCE	51,552.00	54,703.00	0.00	0.00	54,703.00	0.00
208-000-699.00	GENERAL FUND APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		273,602.00	276,753.00	20,201.00	12,324.00	256,552.00	7.30
TOTAL REVENUES		273,602.00	276,753.00	20,201.00	12,324.00	256,552.00	7.30
Expenditures							
Dept 751							
208-751-704.00	SALARIES	37,925.00	37,925.00	10,775.72	2,890.29	27,149.28	28.41
208-751-705.00	SALARIES - PART TIME	51,480.00	51,480.00	287.00	126.00	51,193.00	0.56
208-751-706.00	OVERTIME	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
208-751-707.00	LONGEVITY	900.00	900.00	900.00	0.00	0.00	100.00
208-751-712.00	HOSPITAL DEDUCTIBLE	15,429.00	15,429.00	5,401.45	1,252.90	10,027.55	35.01
208-751-712.02	HRA REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
208-751-713.00	LIFE INSURANCE	30.00	30.00	11.80	4.72	18.20	39.33
208-751-715.00	FICA-OASDI	5,471.00	5,471.00	1,918.57	168.00	3,552.43	35.07
208-751-715.01	FICA-MEDI	1,280.00	1,280.00	155.68	39.29	1,124.32	12.16
208-751-716.00	WORKMENS COMPENSATION	4,387.00	4,387.00	877.60	0.00	3,509.40	20.00
208-751-718.00	RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00
208-751-727.00	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
208-751-728.00	OFFICE EQUIPMENT	300.00	300.00	0.00	0.00	300.00	0.00

PERIOD ENDING 01/31/2019

GL NUMBER	DESCRIPTION	2018-19	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2019 NORM (ABNORM)	MONTH 01/31/19 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - COUNTY PARKS							
Expenditures							
208-751-729.00	POSTAGE-COUNTY PARKS	350.00	350.00	50.73	50.73	299.27	14.49
208-751-742.00	GAS, OIL ETC	6,000.00	6,000.00	543.33	0.00	5,456.67	9.06
208-751-743.00	DIESEL FUEL	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-751-744.00	L.P. GAS	3,000.00	3,000.00	1,207.64	0.00	1,792.36	40.25
208-751-745.00	UNIFORMS	400.00	400.00	0.00	0.00	400.00	0.00
208-751-745.01	UNIFORMS/SUMMER HELP	200.00	200.00	0.00	0.00	200.00	0.00
208-751-754.00	Horse Arena Project	0.00	0.00	0.00	0.00	0.00	0.00
208-751-754.01	SHAKEY LAKES ELECTRICAL UPGRADE PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
208-751-755.01	JANITORIAL SUPPLIES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
208-751-755.02	OTHER OPERATING/GENERAL	3,500.00	3,500.00	520.78	17.63	2,979.22	14.88
208-751-755.03	OTHER OPERATING/MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
208-751-755.04	BROCHURES/STICKERS	3,000.00	3,000.00	1,905.00	0.00	1,095.00	63.50
208-751-755.05	TREE REPLACEMENT	250.00	250.00	100.00	0.00	150.00	40.00
208-751-755.06	KLIENKE PARK/ICE SALES	0.00	0.00	0.00	0.00	0.00	0.00
208-751-755.07	OTHER OPERATING-FIRE RINGS	0.00	0.00	0.00	0.00	0.00	0.00
208-751-755.08	DEQ Permits	2,000.00	2,000.00	959.64	0.00	1,040.36	47.98
208-751-756.01	CONSTRUCTION SUPPLIES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
208-751-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	5,000.00	5,000.00	90.00	0.00	4,910.00	1.80
208-751-801.01	PROFESSIONAL-PHYSICALS	700.00	700.00	0.00	0.00	700.00	0.00
208-751-801.02	COUNTY FAIR	0.00	0.00	0.00	0.00	0.00	0.00
208-751-801.03	COUNTY FAIR MANAGER CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00
208-751-850.00	TELEPHONE-SHAKEY LAKES	500.00	500.00	152.16	50.72	347.84	30.43
208-751-850.01	TELEPHONE-SHAKEY LAKES	0.00	0.00	0.00	0.00	0.00	0.00
208-751-860.00	TRAVEL/Parks Per Diems & Mileage	1,000.00	1,000.00	441.70	0.00	558.30	44.17
208-751-880.00	PROGRAMING/RECREATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-751-880.01	PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
208-751-880.02	Sweatshirts	0.00	0.00	0.00	0.00	0.00	0.00
208-751-881.00	GB RV & CAMPING SHOW	0.00	0.00	0.00	0.00	0.00	0.00
208-751-884.00	Gate Receipts	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
208-751-884.01	Inside Storage	0.00	0.00	0.00	0.00	0.00	0.00
208-751-901.00	PARKS - ADVERTISING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
208-751-920.00	WATER TESTING	1,300.00	1,300.00	119.00	0.00	1,181.00	9.15
208-751-920.01	UTILITIES/ELECTRIC	34,000.00	34,000.00	2,865.33	761.71	31,134.67	8.43
208-751-920.02	GARBAGE DISPOSAL	5,000.00	5,000.00	595.67	29.67	4,404.33	11.91
208-751-920.03	SEWER/SEPTIC DISPOSAL	5,000.00	5,000.00	1,200.00	0.00	3,800.00	24.00
208-751-930.02	EQUIPMENT MAINTENANCE	2,500.00	2,500.00	245.13	0.00	2,254.87	9.81
208-751-930.03	FACILITY MAINTENANCE	3,000.00	3,000.00	784.36	0.00	2,215.64	26.15
208-751-930.04	GROUNDS MAINTENANCE	5,000.00	5,000.00	662.46	0.00	4,337.54	13.25
208-751-942.00	RENTAL/CONTRACTING	0.00	0.00	90.00	0.00	(90.00)	100.00
208-751-953.01	ELECTRICAL UPGRADE - SHAKEY LAKES	0.00	0.00	0.00	0.00	0.00	0.00
208-751-953.02	ELECTRICAL UPGRADE - KLEINKE	0.00	0.00	0.00	0.00	0.00	0.00
208-751-964.00	REFUNDS/REBATES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
208-751-970.00	CAPITAL OUTLAY	0.00	3,151.00	3,151.00	0.00	0.00	100.00
208-751-970.01	SHAKEY LAKES ELECTRICAL UPGRADE	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
208-751-970.02	PICNIC TABLES	7,000.00	7,000.00	6,774.75	1,013.15	225.25	96.78
208-751-970.03	DOG WASTE POST/CONTAINERS	1,000.00	1,000.00	230.00	0.00	770.00	23.00
208-751-970.04	BAILEY PARK ELECTRIC TO BATHROOM	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
208-751-981.00	VEHICLE MAINTENANCE	3,000.00	3,000.00	373.25	0.00	2,626.75	12.44
208-751-984.00	NEW/REPLACEMENT EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
208-751-984.01	4H BUILDING ROOF REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - COUNTY PARKS		273,602.00	276,753.00	43,389.75	6,404.81	233,363.25	15.68
TOTAL EXPENDITURES		273,602.00	276,753.00	43,389.75	6,404.81	233,363.25	15.68

PERIOD ENDING 01/31/2019

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Fund 208 - COUNTY PARKS							
Fund 208 - COUNTY PARKS:							
	TOTAL REVENUES	273,602.00	276,753.00	20,201.00	12,324.00	256,552.00	7.30
	TOTAL EXPENDITURES	273,602.00	276,753.00	43,389.75	6,404.81	233,363.25	15.68
	NET OF REVENUES & EXPENDITURES	0.00	0.00	(23,188.75)	5,919.19	23,188.75	100.00

Menominee County Parks and Recreation Committee

Meeting Schedule 2020

January 6

February 3

March 2

April 6

May 4

June 1

July 6

August 3

September 9 or 14??

October 5

November 2

December 7

January 4, 2021