

“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
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The Menominee County
Parks and Recreation Committee
Will meet on **Monday ~April 2, 2012**
at **5:00 p.m. C.D.T.** at the **Stephenson Annex Building**, Stephenson, Michigan

~A Quorum of The Menominee County Board of Commissioners 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) Monthly Budget Review
 - b) Projects
 - c) Camp Host – Kleinke Park
 - d) Deputy site at Shakey Lakes Park
 - e) Parks Website
 - f) Park Ranger/Park Manger Updates
- G. Correspondence
- H. Any Other Items Members Wish to Present
- I. Public Comment
- J. Adjournment

James Furlong – Chairperson

Charlie Meintz – Vice Chairperson

Jim Pearson

Bernie Lang

Mark Jasper

Menominee County Parks and Recreation Committee

Meeting Minutes

March 5, 2012

The meeting was called to order at 6:30 pm by Bob Desjarlais at the Stephenson Annex Building in Stephenson, MI on March 5, 2012.

Reporting for roll call were: Bob Desjarlais, Ruby Ivens, Vola Bleile, Glenn Cody, County Administrator Brian Bousley, and County Commissioners Charlie Meintz and Mark Jasper. Al Thompson, Buildings and Ground Supervisor also attended the meeting. There was a quorum present to conduct the meeting.

Approval of agenda: A motion was made by Mark and seconded by Vola. The motion carried.

Minutes: Minutes from the previous meeting on February 6, 2012 were approved. Vola made the motion that was seconded by Mark. The motion carried.

Public Comment: There was no public comment.

Business:

- a. **Budget Review:** Brian distributed copies of the most recent budget and stated that the bottom line remains fine. There was no further discussion.
- b. **Resolution for River Park DNR Grant:** Brian announced that the DNR was offering matching grants for park improvements; the county would be responsible for only 25% of the cost of the project. The grant application must be submitted by April 2, 2012. Brian suggested that the committee consider improving River Park, specifically a well, a well house, and bringing power to the park. Bob suggested that we apply for a grant from Hannahville to augment the DNR grant. Mark made a motion to move forward with the DNR grant procedure that was seconded by Vola. The motion carried.
- c. **Setting Date for Public Input Session for DNR Grant:** Brian suggested that the committee hold the Public Input Session on March 21, 2012 beginning at 5:00 pm. The date was approved pending the availability of the Menominee County Annex in Stephenson. Brian also reminded the committee of the need to secure letters of support for the project from various local organizations.
- d. **Projects:** Brian announced that Dan Menacher was working on the bidding process for the Shakey Lakes Bathhouse project. Al Thompson informed the committee that he had been approached by representatives from the Back 40 Project and that the project directors have expressed an interest in helping to fund improvements at Shakey Lakes Park. They would like a "wish list" from the committee. Two fishing piers and an electrical upgrade were two of the suggestions from committee members. Action was tabled until the next meeting.

- e. **Camp Host – Kleinke Park:** Brian announced that the Menominee County Board of Commissioners had approved the project. It was suggested that camp hosts be in place at the park beginning with the Memorial Day weekend and extending until Labor Day. It is now time to advertise for suitable candidates. It was also suggested that the camp hosts attend our committee meetings each month.
- f. **Deputy site at Shakey Lakes Park:** Brian agreed to develop a policy for allocating one campsite at Shakey Lakes Park to one of the county deputies. Charlie made a motion authorizing Brian to develop a policy that was seconded by Vola. The motion carried.
- g. **Parks Website:** Brian announced that the work on the website is progressing, but that the developer needs business information from the local area so that park patrons can be aware of what's available. It was suggested that those businesses that had purchased advertising space on the park campsite directories in the past be included on the new website for one year at no charge.
- h. **Park Ranger/Park Manager Updates:** Al commented that park employees are busy with various projects in advance of the 2012 season. He also recommended that the parks keep their own usable lumber rather than sell it to the highest bidder.
- i. **Acknowledgment:** The committee received a request that Mark Ubert, a former member of the Parks and Recommendation Committee, be officially commended for his 14 years of service. Bob made a motion that the committee approve this commendation that would then be forwarded to the Menominee County Board of Commissioners for further action. Vola seconded that motion. The motion carried.

There was no correspondence.

II. Any Other Items Members Wish to Present: Glenn reported that he had attended a training session regarding mason bees and that fragmities could be harvested as habitat.. It was suggested that Glenn write an informational item for the new website.

Charlie offered a motion to adjourn that was seconded by Bob. The meeting was adjourned at 6:48 pm.

Respectfully submitted by Glenn D. Cody

Menominee County Parks and Recreation Committee

Public Input Session Minutes

March 21, 2012

The meeting was called to order at 5:30 pm by Chair Bob Desjarlais at the Menominee County Annex Building in Stephenson, MI on March 21, 2012.

Reporting for roll call were: Bob Desjarlais, Gail Jerzyk, Glenn Cody, Vola Bleile, County Administrator Brian Bousley, and County Commissioner Charlie Meintz. Al Thompson, Buildings and Grounds Supervisor was also in attendance. There was a quorum present to conduct the meeting.

Approval of agenda: Motion was made by Vola and seconded by Gail. The motion carried.

Business:

- a. **Public Input on the Menominee County Parks and Recreation DNR Trust Fund Grant for the Development of River Park.** Brian presented the committee's plan to make improvements at River Park in two phases. The first phase consists of digging a well, constructing a well house and bringing electricity to the pavillion. The total cost for phase one amounts to approximately \$25,000.00. The DNR funding would be a matching grant; the county would be responsible for covering 25% of the total cost - \$6,250.00. Phase two would be implemented at a later date and would include the establishment of four electric campsites at the park.

There were just two Menominee County residents in attendance at the meeting. One of the residents, Francis Havelka, asked whether she and her family would be allowed to use the park and especially the pavillion as in the past. Brian responded that current park policies would remain in force and that he did not foresee any changes as a result of the improvements. Mrs. Havelka stated that she was in support of the phase one improvements. She did raise a concern about a permit recently issued by the Michigan DNR for the construction of a bridge to an island in the Menominee River close to the park. The committee was unaware of this permit as well as of plans by a Wisconsin company to develop the island. Mrs. Havelka expressed her fear that this development could adversely affect the primitive character of the park.

There was no correspondence.

A motion to adjourn the meeting at 7:00 pm. was offered by Charlie and seconded by Vola.

Respectfully submitted by Glenn D. Cody

MENOMINEE COUNTY

Standard Budget Report

March 2012 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Program Revenues					
Charges for Services					
FIREWOOD SALES	0.00	131.30	300.00	-168.70	43.77
ANNUAL	0.00	20.00	8,250.00	-8,230.00	0.24
DAILY	0.00	0.00	5,200.00	-5,200.00	0.00
GATE RECEIPTS FOR FAIR	0.00	0.00	8,000.00	-8,000.00	0.00
SHAKEY CAMPING FEES	0.00	370.00	67,000.00	-66,630.00	0.55
KLEINKE CAMPING FEES	0.00	595.00	20,000.00	-19,405.00	2.98
SHAKEY LAKE LEASE SITES	0.00	60,972.50	63,682.00	-2,709.50	95.75
KLEINKE LEASE SITES	2,088.00	10,728.00	13,000.00	-2,272.00	82.52
Total Charges for Services	2,088.00	72,816.80	185,432.00	-112,615.20	39.27
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	3,885.00	3,600.00	285.00	107.92
Inside (Fair) Storage	0.00	2,847.25	2,500.00	347.25	113.89
Total Interest and Rents	0.00	6,732.25	6,400.00	332.25	105.19
Total Program Revenues	2,088.00	79,549.05	191,832.00	-112,282.95	41.47
Special Items					
Other Revenue					
PAID SHOWERS-KLEINKE	0.00	19.00	400.00	-381.00	4.75
PAID SHOWERS-SHAKEY	0.00	18.00	2,000.00	-1,982.00	0.90
MISCELLANEOUS RECEIPTS	0.00	192.00	100.00	92.00	192.00
Sweatshirt Revenue	0.00	0.00	300.00	-300.00	0.00
REIMBURSEMENTS	0.00	600.00	0.00	600.00	0.00
GENERAL FUND APPROPRIATION	0.00	21,457.50	42,915.00	-21,457.50	50.00
Total Other Revenue	0.00	22,286.50	45,715.00	-23,428.50	48.75
Total Special Items	0.00	22,286.50	45,715.00	-23,428.50	48.75
Total Revenues	2,088.00	101,835.55	237,547.00	-135,711.45	42.87

MENOMINEE COUNTY

Standard Budget Report

March 2012 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
SALARIES	5,094.90	30,267.46	66,031.00	35,763.54	45.84
SALARIES - TEMPORARY	0.00	48.00	23,760.00	23,712.00	0.20
OVERTIME	0.00	0.00	1,800.00	1,800.00	0.00
LONGEVITY	0.00	675.00	675.00	0.00	100.00
HOSPITAL DEDUCTIBLE	1,658.20	19,010.32	22,907.00	3,896.68	82.99
HRA REIMBURSEMENTS	0.00	0.00	4,000.00	4,000.00	0.00
LIFE INSURANCE	4.60	27.60	60.00	32.40	46.00
FICA-OASDI	292.01	1,959.60	5,477.00	3,517.40	35.78
FICA-MEDI	68.29	458.29	1,281.00	822.71	35.78
WORKMENS COMPENSATION	0.00	2,015.68	3,154.00	1,138.32	63.91
RETIREMENT	1,585.06	4,440.95	10,603.00	6,162.05	41.88
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	64.80	300.00	235.20	21.60
GAS, OIL ETC	902.03	1,768.66	6,000.00	4,231.34	29.48
DIESEL FUEL	0.00	0.00	2,000.00	2,000.00	0.00
L.P. GAS	0.00	0.00	2,100.00	2,100.00	0.00
UNIFORMS	0.00	199.98	700.00	500.02	28.57
UNIFORMS/SUMMER HELP	0.00	0.00	200.00	200.00	0.00
JANITORIAL SUPPLIES	0.00	26.69	3,000.00	2,973.31	0.89
OTHER OPERATING/GENERAL	140.29	905.00	1,000.00	95.00	9.50
BROCHURES/STICKERS	0.00	0.00	2,500.00	2,500.00	0.00
TREE REPLACEMENT	0.00	1,000.00	1,000.00	0.00	100.00
DEQ Permits	0.00	882.00	850.00	-32.00	103.76
CONSTRUCTION SUPPLIES	0.00	0.00	1,500.00	1,500.00	0.00
PROFESSIONAL/CONTRACTURAL SERVICES	0.00	3,157.27	5,000.00	1,842.73	63.15
PROFESSIONAL-PHYSICALS	0.00	0.00	650.00	650.00	0.00
TRAVEL/Parks Per Diems & Mileage	44.91	228.59	1,500.00	1,271.41	15.24
PROGRAMMING/RECREATION	594.00	594.00	300.00	-294.00	198.00
Sweatshirts	0.00	0.00	500.00	500.00	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	370.35	700.00	329.65	52.91
UTILITIES/ELECTRIC	570.11	3,811.03	30,000.00	26,188.97	12.70
EQUIPMENT MAINTENANCE	866.01	3,904.48	4,000.00	95.52	97.61
FACILITY MAINTENANCE	0.00	141.48	3,500.00	3,358.52	4.04

MENOMINEE COUNTY
Standard Budget Report
 March 2012 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
GROUNDS MAINTENANCE	363.32	855.08	4,000.00	3,144.92	21.38
RENTAL/CONTRACTING	0.00	807.29	7,500.00	6,692.71	10.76
REFUNDS/REBATES	0.00	0.00	3,500.00	3,500.00	0.00
NEW/REPLACEMENT EQUIPMENT	0.00	495.82	5,000.00	4,504.18	9.92
Total COUNTY PARKS	<u>12,183.73</u>	<u>78,115.42</u>	<u>237,548.00</u>	<u>159,432.58</u>	<u>32.88</u>
Total Recreation and Culture	<u>12,183.73</u>	<u>78,115.42</u>	<u>237,548.00</u>	<u>159,432.58</u>	<u>32.88</u>
Total Expenditures	<u>12,183.73</u>	<u>78,115.42</u>	<u>237,548.00</u>	<u>159,432.58</u>	<u>32.88</u>
CHANGE IN FUND EQUITY	-10,095.73	23,720.13	-1.00	23,721.13	2,372,013.00