

**Menominee County Parks and Recreation Committee  
Will meet on Monday, June 4, 2018 – 6 PM at  
Kleinke Park, Cedar River, 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 – May 7, 2018
- 6) Public Comment
- 7) Business:
  - a) Report on Electrical – Fair Building & Blacktop
  - b) Road Commission drawdown to repair culverts by dam Shake Lakes
  - c) Follow up on Harvesting project
  - d) Review of camping schedules Shakey Lakes & Kleinke
  - e) Review Financials
  - f) Septic tank at Bailey
  - g) Bidding for sewage removal
  - h) Menominee bike ride – River Park for rest stop approval
  - i) Shakey Lakes and Wind Rose North Outfitters 1<sup>st</sup> Annual Kayak Fishing Tournament – update from Zak
  - j) Grants –
    - i) Picnic Tables
    - ii) Electrical
    - iii) Handicap
- 8) Correspondence
- 9) Public Comment
- 10) Adjournment

# Menominee County Parks and Recreation Committee

## Meeting Minutes – May 7, 2018

The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at Bailey Park.

**Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Vola Bleile, Mike Kass, Administrator Jason Carviou and County Commissioner Larry Phelps. Excused was Commissioner Bill Cech. Others present were Jim Quist, Karen Kayser, Noreen Johnson, Eileen Berhend, Kathy Coppen and Zak Aubert.

**Approval of agenda:** Motion by Dick Peterson to approve the agenda; support by Mike Kass. Motion carried.

**Minutes:** Dick Peterson stated that tin should be changed to steel (Business:d.) Motion by Vola Bleile to approve the April 2, 2018 minutes with the correction of changing tin to steel supported by Dick Peterson. All in agreement - motion carried.

**Public Comments:** Noreen Johnson, a thank you to Jim Quist for all the help removing the trees where the septic system will be placed.

### Business:

- a. Karen Kayser reported on the sign up on April 23, 2018 for summer camp sites. The Fair weekend is full (pending the Fair paying by June 1), Memorial Day is almost full. There were close to 500 reservations made with the money now coming in. The 4<sup>th</sup> of July and Labor Day have only a few spots left. There are 50 prospective lease sites on the list as of this time.
- b. Road Commission drawdown to repair culverts by dam at Shakey Lakes: Bob stated that UP & Associates sent in the application for the draw down but it was administratively incomplete and had to be resubmitted. The permit was sent in for July 23 (day after the fair). The feeling of the Board is that with the coffer dam in place there should be no reason for a draw down in July. Dick Peterson stated the DEQ would have to have a public meeting prior to approving the permit and they will be doing a mailing in the near future. Karen Kayser stated that if we had to do refunds for that time it would cost the parks approximately \$11,627 as this would affect the end of July and 1<sup>st</sup> part of August regarding fishing and boat launching. Bob Desjarlais asked for permission to write to the DEQ stating how it would affect the fishing, camping, wildlife and weed beds dying off (plus the smell). Jason told Bob to draft the letter and give it to the board.
- c. Update on Electrical at Fair Building and on black top: Jim Quist stated that Solander is there now and has marked all the wires today. They will do the outside first (on the blacktop) and then do the inside.
- d. Follow up – roof on Linderoth Pavilion: Jim Quist reported that the Linderoth roof is completed. They are now using vinyl siding on the gable ends to cover the old wood on all the pavilions.
- e. Follow up - removal of Hemlock trees at Kleinke Park: Quist stated that the trees are down and all cleaned up. Campers are already using Kleinke Park..

- f. 2018/2019 Budget review: Budget looks good.
  - a. Budget amendments: Desjarlais went through line by line to make the budget more accurate to actual. There were a few changes that will be revised and sent out for the next meeting. Jason Carviou stated that the amended budget does not have to be addressed until after year end. Desjarlais stated that he and Branz work with the Township budgets and they have to be corrected prior to yearend. He also stated that the Finance Committee would like to see the budgets more accurate.
  - g. Follow up on handicap sites: Commissioner Phelps researched the handicap sites – he stated we should stripe the area but not to spray on the wheelchairs. This way if a person calls to see if we have sites available for handicap we can accommodate them, but they can still be used for the general public.
  - h. Review financials – One question that arose from the financials was the cost for Professional/Contracted Services. Branz and Desjarlais reviewed the breakdown of this account, supplied by Sherry DuPont, and found the costs were Pump septic tanks - \$4,375, Porta Potties rental \$620, and garbage pickup \$8,382. Due to the fact that garbage pickup is over \$5,000 it has to go out on bids.

Correspondence: None

Any other Item Members Wish to Present: None

Public Comment: Zak Aubert stated the Kayak Fishing Tournament is scheduled for June 9<sup>th</sup>, which corresponds with the DNR free fishing weekend. He is going to contact the DNR to see if they will have someone available to answer questions and promote fishing in Michigan. Zak gave us fliers to be put up to help promote the fishing tournament. The flyer states Wind Rose North Outfitters 1<sup>st</sup> Annual Shakey Lakes Kayak Fishing Tournament. All rules and information are on the flyer. There will be \$40 entry fee, pre-tournament meeting and states it is a Catch-Photo-Release tournament.

The tournament is also being put on social media, Facebook, Ice Junkies and Catch and Release. We will have it added to the Parks webpage as well as on Polka Polka Polka. Zak feels this is an activity that could really grow. He will have two Kayak vendors present – Old Town and Native Water Craft – both will have representatives there.

Zak also stated he went to the Shakey Lakes Facebook page and we had 3400 visits, which is a large amount of interest in Shakey Lakes.

Zak is also working with the vendor at the park to have food available

Administrator Jason Carviou stated he is looking at redoing the website at the county. There are Facebook sites out there, but the county does not know whose name they are under and he feels the county should have control.

Adjournment – Motion by Mike Kass to adjourn supported by Dick Peterson with all in favor.

Fund 208 COUNTY PARKS

GL Number	Description	Balance
*** Assets ***		
208-000-001.00	CASH	122,036.79
208-000-004.00	IMPREST CASH	300.00
208-000-040.00	ACCOUNTS RECEIVABLE	0.00
208-000-084.00	DUE FROM OTHER FUNDS	0.00
208-000-123.00	PREPAID EXPENSE	0.00
208-000-123.01	PREPAID INSURANCE	0.00
<b>Total Assets</b>		<b>122,336.79</b>
*** Liabilities ***		
208-000-200.00	ACCOUNTS PAYABLE	0.00
208-000-257.00	Accrued Wages Payable	0.00
208-000-273.00	UNDISTRIBUTED RECEIPTS	2,424.58
208-000-276.00	RECEIPTS REFUNDABLE	0.00
<b>Total Liabilities</b>		<b>2,424.58</b>
*** Fund Balance ***		
208-000-390.00	FUND BALANCE	68,847.37
208-000-393.03	DESIGNATED FUND BALANCE	0.00
<b>Total Fund Balance</b>		<b>68,847.37</b>
<b>Beginning Fund Balance</b>		<b>68,847.37</b>
<b>Net of Revenues VS Expenditures</b>		<b>51,064.84</b>
<b>Ending Fund Balance</b>		<b>119,912.21</b>
<b>Total Liabilities And Fund Balance</b>		<b>122,336.79</b>

Fund 220 PARK IMPROVEMENT FUND

GL Number	Description	Balance
*** Assets ***		
220-000-001.00	CASH	53,610.60
220-000-040.00	ACCOUNTS RECEIVABLE	0.00
220-000-078.00	DUE FROM STATE	0.00
<b>Total Assets</b>		<b>53,610.60</b>
*** Liabilities ***		
220-000-200.00	ACCOUNTS PAYABLE	0.00
<b>Total Liabilities</b>		<b>0.00</b>
*** Fund Balance ***		
220-000-390.00	FUND BALANCE	7,856.72
<b>Total Fund Balance</b>		<b>7,856.72</b>
<b>Beginning Fund Balance</b>		<b>7,856.72</b>
<b>Net of Revenues VS Expenditures</b>		<b>45,753.88</b>
<b>Ending Fund Balance</b>		<b>53,610.60</b>
<b>Total Liabilities And Fund Balance</b>		<b>53,610.60</b>