

**Menominee County Parks and Recreation Committee
Will meet on Monday, July 1, 2019 – 6 PM at
River Park, Menominee, 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 – June 3, 2019
- 6) Public Comment
- 7) Business:
 - a) Review Financials
 - b) Budget Review
 - c) Picnic Tables
 - i) When to order (delivery in September)
 - ii) When to order 2X4's and 2X8's (October)
 - d) Electrical at Shakey Lakes
 - e) New restrooms at Shakey Lakes (replace pit toilets) – follow up
 - f) Added parking at Shakey Lakes Boat Launch
 - g) Electric at Bailey
 - h) Weekly reservations at Kleinke – next year's price list.
 - i) On line reservations (Mike Kass)
 - j) Kayak launch at Mason Park (Larry Phelps)
 - k) Bailey Park, Kleinke and Shakey Lakes – Stump Removal
- 8) Correspondence
- 9) Any other comments by Park Board
- 10) Public Comment
- 11) Adjournment

MENOMINEE COUNTY PARKS COMMITTEE

MINUTES JUNE 3, 2019

1. The meeting was called to order at 6:00 PM by Chair, Bob Desjarlais at Kleinke Park in Cedar River.
2. Pledge of Allegiance was omitted due to lack of flag.
3. **Reporting for roll call were:** Bob Desjarlais, Dick Peterson, Kathy Branz, Mike Kass, Vola Bleile, County Commissioners Larry Phelps and Bill Cech and County Administrator Jason Carviou..
4. **Approval of agenda:** Motion by Bill Cech to approve the agenda, with the addition of m – Free Camping for Volunteer Emergency personnel, supported by Dick Peterson with all in favor.
5. **Minutes:** Larry Phelps made a motion to accept the May 6, 2019 minutes supported by Vola Bleile. All were in agreement. Motion carried.
6. **Public Comments:** Nancy Larson said they have been cleaning up the debris, making brush piles and chipping. Each week more people have been showing up to help. Great Lakes Conservation Corp has committed to one week at Bailey Park to help with cleanup and other projects. Nancy asked what size the brush piles should be and it was agreed to make them 18" to 20" high by 5 to 6' diameter. Also we would like 6 to 8 brush piles. Noreen Johnson was approached by the Michigan Small Business Center. They work with nonprofit organizations by helping to promote their cause. The gentleman lives in Ishpeming and has an office in Houghton.
7. **Business:**
 - a. **Review Financials** – Jason stated there needs to be some reclassification of some of the accounts. There are two accounts for the same thing and they have to be combined to clean up the report.
 - b. **Picnic Tables – grant:** A grant was received from Hannahville for \$4,000. We had budgeted \$7,000 which gives us a total of \$11,000 to about 59 picnic tables. Bob stated he called the company we ordered the frames from last year and they will still do \$139 per frame delivered to Stephenson. A motion by Bill to have Jason present to the County Board to honor this purchase without bids due to prior service, supported by Mike Kass with all in favor.
 - c. **Electrical at Shakey Lakes** – The bid was presented to the County Board and postponed until the Alger Delta advises us of the cost for additional work need from them. Also, Jason asked about eliminating some of the meters in the park. It was decided when Alger Delta goes to Shakey Lakes to give a price on the electric project to see if some of the meters could be combined. Our understanding is if the meters are in the park, Alger Delta will be responsible for the transformers. Jason will report on this as the information is available.
 - d. **New restrooms at Shakey Lakes (replace pit toilets)** – Administrator Jason Carviou was in contact with Dan Ruther regarding the blue prints for the new restrooms. Dan is proposing a 5' overhang on the trusses to cover the walkway to

the entrance of the restrooms. He also wanted to know which way the doorways should face as this would determine where the drain field would be placed. It was decided to have the entry face the road for both with the drain field in the back as this would be the least costly. When the blueprints are completed in mid-June we will be able to get bids so they can be completed the fall. Bids in July to be returned early August.

- e. **Added Parking at Shakey Lakes Boat Launch** – Per Karen they are using the boat launch even with the water problems. Bob said he should have limestone available this summer and will donate what is needed to complete this project.
- f. **List of Accomplishments over the last 5 years** – Items to be added as accomplished
- g. **Electric at Bailey** – Noreen said they should have the drawings in a couple of weeks for the new building. They would also like to upgrade some of the electrical in the existing buildings. As soon as the drawings are available a bid can be put out for the work
- h. **Radios – Emergency Services Grant** – This is a grant that was done by Rich Sexton, Emergency Service Coordinator with a follow up by Tom Phillips new Emergency Service Coordinator. There will be a base in the Shakey Lakes office with radios in the trucks or belt radios. They are handling everything with no cost to the Parks.
- i. **Weekly Reservations at Kleinke** – Bob talked with Karen and Jim Quist regarding reservations at Kleinke. This would go into effect for the 2020 season. Suggested protocol would be reservations 2 weeks in advance so the park personnel has time to tag the proper site and paid at that time. More discussion for a follow up on this.
- j. **On line reservations** – Jason stated the State of Michigan has one of the best on line reservations sites. We would like to visit them and get information from other on line reservation users to help make a decision. If a visit is necessary Karen, Mike and Kathy would like to be included.
- k. **Kayak Launch Mason Park (Larry Phelps)** – Larry has been doing some research on this as to getting help or grants. He will be checking with the DAV, Freedom for Patriots and other veteran organizations along with organizations relating to disabled/handicapped people. He feels Mason Park is ideal for this as it is close to Menominee and on the backwaters (current of the river would not be an issue). Larry would also like to add picnic tables and grills to Mason Park. He will report his findings at our next meeting.
- l. **Bailey Park – Stump Removal/Cleanup** – A walk through Bailey Park with Noreen was done by Jason, Larry, Kathy, Bob and Dick. Noreen will mark the stumps to be removed by the fishing museum. Along with this there will be stumps marked in the new picnic areas and in Kleinke Park to be put out on bids when the amount is determined. At Bailey on the road to the south the trees will have to be trimmed to widen the road. Bob and Jason feel this could be accomplished by removing the branches along the road. The Bailey Fishing Museum volunteers have rented a chipper twice for a cost of \$400 (rental plus mileage to pick up) and need to use

MENOMINEE COUNTY PARKS COMMITTEE MINUTES JUNE 3, 2019

two more times. A motion by Bill to cover this cost supported by Vola with all in favor.

A suggestion by Elaine Berhend to put a cable or chain by the new parking areas to prevent people from driving down the shoreline. This will be addressed

m. Free Camping for Emergency Volunteers – Jason received a letter requesting free camping for emergency volunteers (Fire and rescue). After much discussion it was decided to deny this request because of abuse of the rules in the past.

8. Correspondence: None.

9. Any other item Members Wish to Present: Mike Kass stated the Township will be doing some graveling and we might check with the Menominee County Road Commission and do Kleinke Park at the same time. We will check on the cost.

10. Public Comment: Noreen Johnson stated they received a grant from the M & M Foundation for signs to identify the paths and other information. She also received word that the Great Lakes Conservation Corp will be helping with cleanup and a bridge for the ditch one week in July and they will be camping at Kleinke. Noreen will be doing an article in the paper regarding the Grant and the Great Lakes Conservation Corp along with promoting the walking trails available at Bailey Park.

10. Adjournment – Motion by Kathy Branz to adjourn supported by Vola Bleile with all in favor at 7:30 PM

11. Next meeting will be at River Park on Cnty Rd 577 on July 1, 2019 at 6 P.M.

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/2019	AVAILABLE BALANCE	% BDDT USED
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	(ABNORMAL)	
Fund 208 - COUNTY PARKS						
Expenditures						
Dept 751						
208-751-704.00	SALARIES	37,925.00	27,041.27	3,294.99	10,883.73	71.30
208-751-705.00	SALARIES - PART TIME	51,480.00	12,148.00	7,807.00	39,332.00	23.60
208-751-706.00	OVERTIME	1,800.00	669.10	331.79	1,130.90	37.17
208-751-707.00	LONGEVITY	900.00	900.00	0.00	0.00	100.00
208-751-712.00	HOSPITAL DEDUCTIBLE	15,429.00	12,535.36	1,273.44	2,893.64	81.25
208-751-712.02	HRA REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
208-751-713.00	LIFE INSURANCE	30.00	21.24	0.00	8.76	70.80
208-751-715.00	FICA-OASDI	5,471.00	3,606.50	689.30	1,864.50	65.92
208-751-715.01	FICA-MEDI	1,280.00	550.45	161.22	729.55	43.00
208-751-716.00	WORKMENS COMPENSATION	4,387.00	2,632.80	0.00	1,754.20	60.01
208-751-718.00	RETIREMENT	0.00	0.00	0.00	0.00	0.00
208-751-727.00	OFFICE SUPPLIES	500.00	179.20	22.06	320.80	35.84
208-751-728.00	OFFICE EQUIPMENT	300.00	0.00	0.00	300.00	0.00
208-751-729.00	POSTAGE-COUNTY PARKS	350.00	249.42	0.00	100.58	71.26
208-751-742.00	GAS, OIL ETC	6,000.00	2,475.17	0.00	3,524.83	41.25
208-751-743.00	DIESEL FUEL	1,000.00	0.00	0.00	1,000.00	0.00
208-751-744.00	L.P. GAS	3,000.00	3,131.00	0.00	(131.00)	104.37
208-751-745.00	UNIFORMS	400.00	176.14	0.00	223.86	44.04
208-751-745.01	UNIFORMS/SUMMER HELP	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
208-751-754.01	SHAIKEY LAKES ELECTRICAL UPGRADE PROJECT	0.00	0.00	0.00	0.00	0.00
208-751-755.01	JANITORIAL SUPPLIES	3,500.00	1,259.81	341.02	2,240.19	35.99
208-751-755.02	OTHER OPERATING/GENERAL	3,500.00	1,434.46	105.47	2,065.54	40.98
208-751-755.03	OTHER OPERATING/MISCELLANEOUS	0.00	(18.49)	0.00	18.49	100.00
208-751-755.04	BROCHURES/STICKERS	3,000.00	1,905.00	0.00	1,095.00	63.50
208-751-755.05	TREE REPLACEMENT	250.00	150.00	0.00	100.00	60.00
208-751-755.06	KLEINKE PARK/ICE SALES	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
208-751-755.08	DEQ Permits	2,000.00	1,159.64	0.00	840.36	57.98
208-751-756.01	CONSTRUCTION SUPPLIES	1,200.00	89.00	63.43	1,111.00	7.42
208-751-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	5,000.00	452.15	180.00	4,547.85	9.04
208-751-801.01	PROFESSIONAL-PHYSICALS	700.00	565.00	339.00	135.00	80.71
208-751-850.00	TELEPHONE-SHAIKEY LAKES	500.00	259.89	0.00	240.11	51.98
208-751-850.01	TELEPHONE-SHAIKEY LAKES	0.00	19.08	0.00	(19.08)	100.00
208-751-860.00	TRAVEL/Parks Per Diems & Mileage	1,000.00	700.86	50.00	299.14	70.09
208-751-880.00	PROGRAMING/RECREATION	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
208-751-880.02	Sweatshirts	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
208-751-884.00	Gate Receipts	0.00	0.00	0.00	0.00	0.00
208-751-884.01	Inside Storage	7,200.00	0.00	0.00	7,200.00	0.00
208-751-901.00	PARKS - ADVERTISING	4,000.00	3,263.72	0.00	736.28	81.59
208-751-920.00	WATER TESTING	1,300.00	544.00	187.00	756.00	41.85
208-751-920.01	UTILITIES/ELECTRIC	34,000.00	8,911.16	2,590.69	25,088.84	26.21
208-751-920.02	GARBAGE DISPOSAL	5,000.00	2,007.09	449.50	2,992.91	40.14
208-751-920.03	SEWER/SEPTIC DISPOSAL	5,000.00	1,450.00	0.00	3,550.00	29.00
208-751-930.02	EQUIPMENT MAINTENANCE	2,500.00	1,566.29	336.10	933.71	62.65
208-751-930.03	FACILITY MAINTENANCE	3,000.00	1,953.92	0.00	1,046.08	65.13
208-751-930.04	GROUNDS MAINTENANCE	5,000.00	1,865.95	0.00	3,134.05	37.32
208-751-942.00	RENTAL/CONTRACTING	0.00	0.00	(90.00)	0.00	0.00
208-751-953.01	ELECTRICAL UPGRADE - SHAIKEY LAKES	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
208-751-964.00	REFUNDS/REBATES	1,500.00	4,170.00	0.00	(2,670.00)	278.00
208-751-970.00	CAPITAL OUTLAY	3,151.00	3,832.30	0.00	(681.30)	121.62
208-751-970.01	SHAIKEY LAKES ELECTRICAL UPGRADE	20,000.00	250.00	250.00	19,750.00	1.25

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 06/30/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2019 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDT USED
Fund 208 - COUNTY PARKS							
Expenditures							
208-751-970.02	PICNIC TABLES	7,000.00	7,105.65	105.16		(105.65)	101.51
208-751-970.03	DOG WASTE POST/CONTAINERS	1,000.00	300.84	0.00		699.16	30.08
208-751-970.04	BAILEY PARK ELECTRIC TO BATHROOM	20,000.00	0.00	0.00		20,000.00	0.00
208-751-981.00	VEHICLE MAINTENANCE	3,000.00	912.88	0.00		2,087.12	30.43
208-751-984.00	NEW/REPLACEMENT EQUIPMENT	2,000.00	203.98	0.00		1,796.02	10.20
208-751-984.01	4H BUILDING ROOF REPLACEMENT	0.00	0.00	0.00		0.00	0.00
Total Dept 751 - COUNTY PARKS		276,753.00	112,629.83	18,487.17		164,123.17	40.70
TOTAL EXPENDITURES		276,753.00	112,629.83	18,487.17		164,123.17	40.70
Fund 208 - COUNTY PARKS:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		276,753.00	112,629.83	18,487.17		164,123.17	40.70
NET OF REVENUES & EXPENDITURES		(276,753.00)	(112,629.83)	(18,487.17)		(164,123.17)	40.70

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2019	NORMAL (ABNORMAL)	MONTH 06/30/2019	INCREASE (DECREASE)	BALANCE	% BGET
								NORMAL (ABNORMAL)	USED
Fund 220 - PARK IMPROVEMENT FUND									
Expenditures									
Dept 752									
220-752-953.01	SHAKY LAKES IMPROVEMENT	2,000.00	250.00	250.00	250.00	0.00	0.00	1,750.00	12.50
220-752-953.02	KLEINKE PARK IMPROVEMENT	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
220-752-953.03	RIVER PARK IMPROVEMENT	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00
220-752-953.04	BAILEY PARK IMPROVEMENT	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
220-752-953.05	STONE POINT IMPROVEMENTS	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00
220-752-970.00	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220-752-970.01	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220-752-975.04	BOAT LAUNCH CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 752		8,000.00	250.00	250.00	250.00	0.00	250.00	7,750.00	3.13
TOTAL EXPENDITURES		8,000.00	250.00	250.00	250.00	0.00	250.00	7,750.00	3.13
Fund 220 - PARK IMPROVEMENT FUND:									
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		8,000.00	250.00	250.00	250.00	250.00	250.00	7,750.00	3.13
NET OF REVENUES & EXPENDITURES		(8,000.00)	(250.00)	(250.00)	(250.00)	(250.00)	(250.00)	(7,750.00)	3.13
TOTAL REVENUES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		284,753.00	112,879.83	112,879.83	18,737.17	18,737.17	18,737.17	171,873.17	39.64
		(284,753.00)	(112,879.83)	(112,879.83)	(18,737.17)	(18,737.17)	(18,737.17)	(171,873.17)	39.64