"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
Sherry DuPont – Administrative Assistant
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The Menominee County Parks and Recreation Committee Will meet on **Tuesday ~September 13, 2016** at **3:00 p.m.** C.D.T. at **River Park**

N4007 River Drive, Wallace, Michigan 49893

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

AGENDA

A. Call Meeting to Order
B. Pledge of Allegiance
C. Roll Call
D. Approval of Agenda
E. Approval of Previous Meeting Minutes
F. Public Comment
G. Business

   a) Park Ranger/Park Manager Updates
   b) Monthly Budget Review
   c) Project/Grant Updates

H. Correspondence
I. Any Other Items Members Wish to Present
J. Public Comment
K. Adjournment

Charlie Meintz- Chair *Larry Schei-Vice Chair* *Ray Williams* *James Furlong*
Bill Cech *Bernie Lang* *Gerald Piche* *Jan Hafeman* *John Nelson*

Menominee County Parks and Recreation Committee

Meeting Minutes

August 1, 2016

The meeting was called to order at 5:00 PM by Chair, Bob Desjarlais at Shakey Lakes Park.

Reporting for roll all were: County Commissioner Bill Cech, Dick Peterson, Kathy Branz, Bob Desjarlais and Vola Bleile. Excused were County Administrator Brian Bousley and County Commissioner James Furlong.

Approval of agenda: Bill made a motion that was seconded by Vola to approve the agenda. The motion carried.

Minutes: A motion was made by Dick to approve the minutes from the last meeting, with a correction of spelling of Lenca rather than Linka was seconded by Bill. All in favor.

Public Comments: Mickey Plautz said there was rumor of putting rustic camp sites at Kleinke Park by the Picnic area. Those who use the park did not feel this was a good idea due to the fact that tents and dogs could be a problem. She also felt the reduced amount of $20 was great, but asked if the leased sites should be reduced.

Bob Thull, camp site 56 at Shakey Lakes, asked when the upgrade of the power was going to take place in the park. The 30/20 amp breakers keep blowing. Bob Desjarlais stated there are plans to upgrade to 50 amp, there is still old wiring and as the wiring is replaced the upgrade will be done.

Dan Mills, site 30, said the crew is doing a great job, but he felt there should be a pavilion near the playground as a lot of moms are sitting out there with children in strollers and the children playing should have some shade to go to. He also said a sand base would be okay and cement would not be necessary.

Business:

a. Park Ranger/Park Manager Updates:
    1. Per a hand out the park usage is up from previous years.
    2. Picnic Tables – all old tables have been rebuilt, need new ones at an estimated cost of $150. Brian will apply for a grant from Hannahville.
    3. Power Supply Upgrades – sites 40-57 overloading frequently. Also need electricity installed on sites 3-7 on Bass Lake.
    4. Handicapped Vets with cards have requested free admission – must look into.
    5. Due to the lake being down by 6" the boat launch needs to be deepened, can be done by removing a foot of sand with a backhoe toward the end of the launch dock.

5. Due to the lake being down by 6" the boat launch needs to be deepened, can be done by removing a foot of sand with a backhoe toward the end of the launch dock.
6. Comments on boat launch at Stoney Park are favorable
7. Comments on walking trail at Airport Park are favorable.
8. Chappee Rapids has been surveyed and the NW corner is larger than originally thought.
9. It was noted that some loggers are now booking out work for winter months and the bid process should be started.
10. The Fishing Pontoon for kids was installed near the Shakey Lakes Park entrance in late June to keep the kids off the culverts (cost of $500)

b. Monthly Budget Review: Revenues are at 72.3% of budget and expenses are at 49.52% of budget. Park improvements are at 125.8% and expenses are at 68.6%.

c. Project/Grant Updates: Logging select cut and surveying is done and Dean Francis, forester, is researching the cordage by species and should be out for bids shortly. The culvert for the cutting across from Bailey Park will be installed in the near future. Bob explained that the forester who wins the bids much pay upfront – 20% to Dean Francis (company he works for) and 80% to the Parks and Recs (Menominee County). Dean will supervise the work and make sure it is being done to our specifications. Stoney Park is complete. Shakey Lakes the roof on the bath pavilion is not started yet.

H. **Correspondence**: None

I. **Any other items Members wish to present**: None

J. **Public Comment**:

- Rustic sites at Kleinke - Bob stated that 2-3 sites were combined to hold larger campers. Which leaves 2-3 sites available to be installed due to amount Okayed by DEQ License.
- Rustic sites at River Park are being used and they collected $70 from the box.
- Bailey – when forestry is done 4 day sites with a picnic table and fire ring will be installed. There will be a cable to stop them from having access to the beach with vehicles.
- Mrs. Thull, campsite 56, questioned the practice of people leaving their sites and leaving the A/C on. Bob explained that the electrical surcharge is over the lease payment.
- Dan Mills said the boat launch is leaning one way so the boat is hard to load due to the angle of the trailer. Bob said removing the sand at the end of the launch should correct this.

- Dan Mills also asked about the time frame for the electrical upgrades. Bob said the electrical would be done as needed and money is available. He said the Fair Building was done 3 years ago and the Point was done last year. The cost is in the boxes, wire and the labor for an electrician to hook it up. Jim and his crew dig the trenches and lay the wire for cost savings.
- BobThull, campsite 56, said the Pontoon Boat was a great idea, but there are still kids fishing off the bridge unsupervised. He said on the Brochure for Shakey Lakes it states that children 12 and under must be accompanied by an adult. A suggestion to put up signs stating this should be done. Bob said we would check the lease language. He also said he was going to the Road Commission Meeting to ask them to put up signs NO FISHING FROM BRIDGE or a fence so they cannot stand on the culverts. Mrs. Thull or Mrs Mills said she worked on water safety and those weeds are a good place for children who fall in to get tangled and drown. Who would be liable for this?
- It was also suggested to work with the Fair Board on having a Saturday horse show and Sunday Tractor/Truck pull and other events be held closer together. Also advertised as a fair and no rides or games as you would see at a fair. (Miss representation of what is happening).

K. **Adjournment:** Motion by Bill to adjourn at 6:05PM, seconded by Dick with all in favor.

TRIAL BALANCE REPORT FOR MENOMINEE COUNTY

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	BALANCE 09/30/2015 NORMAL (ABNORMAL	2015-16 AMENDED BUDGET	END BALANCE 09/30/2016 NORMAL (ABNORMAL	% BDGT USED
Fund 208 - COUNTY PARKS	*LABOR DAY WEEKEND NOT INCLUDED IN REVENUE TOTALS.				
Assets					
Dept 000					
208-000-001.00	CASH	62,930.43		96,447.81	
208-000-004.00	IMPREST CASH	300.00		300.00	
208-000-040.00	ACCOUNTS RECEIVABLE	4,010.80		0.00	
208-000-084.00	DUE FROM OTHER FUNDS	0.00		0.00	
208-000-123.00	PREPAID EXPENSE	0.00		0.00	
208-000-123.01	Prepaid Insurance	1,598.48		0.00	
Total Dept 000		68,839.71		96,747.81	
TOTAL Assets		68,839.71		96,747.81	
Liabilities					
Dept 000					
208-000-200.00	ACCOUNTS PAYABLE	4,070.28		0.00	
208-000-257.00	Accrued Wages Payable	2,623.97		0.00	
208-000-273.00	UNDISTRIBUTED RECEIPTS	2,424.58		2,424.58	
208-000-276.00	RECEIPTS REFUNDABLE	0.00		0.00	
Total Dept 000		9,118.83		2,424.58	
TOTAL Liabilities		9,118.83		2,424.58	
Fund Equity					
Dept 000					
208-000-390.00	FUND BALANCE	41,417.97		58,996.38	
208-000-393.03	DESIGNATED FUND BALANCE	724.50		724.50	
Total Dept 000		42,142.47		59,720.88	
TOTAL Fund Equity		42,142.47		59,720.88	
Revenues					
Dept 000					
208-000-441.01	HANNAHVILLE GRANT	6,000.00	0.00	0.00	0.00
208-000-649.00	FIREWOOD SALES	115.00	200.00	8.00	4.00
208-000-649.01	TIMBER SALES	0.00	0.00	0.00	0.00
208-000-649.02	ICE SALES	0.00	0.00	0.00	0.00
208-000-651.01	ANNUAL	9,762.00	8,000.00	9,694.00	121.18
208-000-651.02	ANNUAL 2 FOR	0.00	100.00	0.00	0.00
208-000-651.03	DAILY	5,874.00	4,250.00	4,936.00	116.14
208-000-651.04	SENIOR CITIZENS	0.00	0.00	0.00	0.00
208-000-651.05	GATE RECEIPTS FOR FAIR	9,795.00	6,000.00	8,110.00	135.17
208-000-653.01	SHAKEY CAMPING FEES	76,976.00	70,000.00	76,135.00	108.76
208-000-653.02	KLEINKE CAMPING FEES	22,665.66	15,000.00	15,729.00	104.86
208-000-653.03	RIVER PARK CAMPING	0.00	0.00	680.00	100.00
208-000-654.00	SHAKEY LAKE LEASE SITES	69,612.00	69,000.00	67,750.00	98.19
208-000-654.02	KLEINKE LEASE SITES	11,910.00	12,000.00	18,360.00	153.00
208-000-666.01	PAVILLION-SHAKEY	200.00	200.00	400.00	200.00
208-000-666.02	PAVILION-KLEINKE	100.00	100.00	100.00	100.00
208-000-666.03	RIVER PARK PAVILLION	0.00	0.00	100.00	100.00
208-000-667.02	Outside Storage	4,339.30	2,500.00	1,023.00	40.92
208-000-667.03	Inside (Fair) Storage	5,652.70	3,500.00	1,637.45	46.78
208-000-673.00	MISCELLANEOUS	0.00	0.00	0.00	0.00
208-000-673.01	FIREWOOD-KLEINKE	271.00	300.00	170.00	56.67
208-000-673.02	ICE-KLEINKE	44.00	100.00	40.00	40.00
208-000-673.03	PAID SHOWERS-KLEINKE	617.85	500.00	554.00	110.80
208-000-673.04	PAID SHOWERS-SHAKEY	3,260.75	3,000.00	2,459.50	81.98
208-000-676.00	MISCELLANEOUS RECEIPTS	887.93	100.00	76.00	76.00
208-000-676.01	PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00
208-000-676.02	Sweatshirt Revenue	0.00	0.00	0.00	0.00
208-000-677.02	REIMBURSEMENTS	323.03	2,398.00	0.00	0.00
208-000-686.00	PARK ADVERTISING	0.00	0.00	0.00	0.00
208-000-694.00	CASH OVER AND SHORT	0.00	0.00	0.00	0.00
208-000-697.00	TRANSFER IN FROM FUND BALANCE	0.00	0.00	0.00	0.00
208-000-699.00	GENERAL FUND APPROPRIATION	0.00	8,310.00	8,310.00	100.00
Total Dept 000		228,406.22	205,558.00	216,271.95	105.21

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	BALANCE 09/30/2015 NORMAL (ABNORMAL	2015-16 AMENDED BUDGET	END BALANCE 09/30/2016 NORMAL (ABNORMAL	% BDGT USED
Fund 208 - COUNTY PARKS					
Revenues					
TOTAL Revenues		228,406.22	205,558.00	216,271.95	105.21
Expenditures					
Dept 751					
208-751-704.00	SALARIES	34,440.31	35,734.00	32,786.67	91.75
208-751-705.00	SALARIES - PART TIME	31,333.50	45,630.00	32,682.00	71.62
208-751-706.00	OVERTIME	1,663.89	1,800.00	1,053.51	58.53
208-751-707.00	LONGEVITY	700.00	750.00	750.00	100.00
208-751-712.00	HOSPITAL DEDUCTIBLE	15,923.46	15,189.00	16,934.17	111.49
208-751-712.02	HRA REIMBURSEMENTS	0.00	0.00	0.00	0.00
208-751-713.00	LIFE INSURANCE	29.90	30.00	28.14	93.80
208-751-715.00	FICA-OASDI	3,902.80	4,967.24	4,001.01	80.55
208-751-715.01	FICA-MEDI	912.76	1,161.79	935.72	80.54
208-751-716.00	WORKMENS COMPENSATION	1,873.53	2,781.91	2,290.53	82.34
208-751-718.00	RETIREMENT	3,337.61	0.00	0.00	0.00
208-751-727.00	OFFICE SUPPLIES	421.61	500.00	169.13	33.83
208-751-728.00	OFFICE EQUIPMENT	191.23	300.00	278.75	92.92
208-751-729.00	POSTAGE-COUNTY PARKS	227.81	300.00	300.27	100.09
208-751-742.00	GAS, OIL ETC	3,525.89	8,500.00	2,558.53	30.10
208-751-743.00	DIESEL FUEL	0.00	500.00	249.13	49.84
208-751-744.00	L.P. GAS	3,828.79	4,300.00	2,953.88	68.69
208-751-745.00	UNIFORMS	334.49	350.00	110.93	31.69
208-751-745.01	UNIFORMS/SUMMER HELP	40.00	200.00	189.00	94.50
208-751-754.00	Horse Arena Project	0.00	0.00	0.00	0.00
208-751-754.01	SHAKEY LAKES ELECTRICAL UPGRADE PROJECT	6,000.00	0.00	0.00	0.00
208-751-755.01	JANITORIAL SUPPLIES	3,106.63	3,500.00	1,944.64	55.56
208-751-755.02	OTHER OPERATING/GENERAL	2,967.61	3,000.00	4,256.91	141.90
208-751-755.03	OTHER OPERATING/MISCELLANEOUS	424.90	300.00	157.01	52.34
208-751-755.04	BROCHURES/STICKERS	142.64	300.00	568.00	189.33
208-751-755.05	TREE REPLACEMENT	750.00	500.00	237.00	47.40
208-751-755.06	KLIENKE PARK/ICE SALES	0.00	0.00	0.00	0.00
208-751-755.07	OTHER OPERATING-FIRE RINGS	0.00	0.00	0.00	0.00
208-751-755.08	DEQ Permits	1,456.88	1,500.00	1,445.84	96.39
208-751-756.01	CONSTRUCTION SUPPLIES	941.42	1,000.00	1,065.21	106.52
208-751-801.00	PROFESSIONAL/CONTRACTURAL SERVICES	16,251.07	8,000.00	15,560.44	194.51
208-751-801.01	PROFESSIONAL-PHYSICALS	647.00	700.00	747.00	106.71
208-751-850.00	TELEPHONE-SHAKEY LAKES	46.66	0.00	0.00	0.00
208-751-850.01	TELEPHONE-SHAKEY LAKES	0.00	0.00	0.00	0.00
208-751-860.00	TRAVEL/Parks Per Diems & Mileage	631.96	600.00	779.35	129.89
208-751-880.00	PROGRAMING/RECREATION	1,568.05	1,000.00	0.00	0.00
208-751-880.01	PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00
208-751-880.02	Sweatshirts	142.00	200.00	0.00	0.00
208-751-881.00	GB RV & CAMPING SHOW	0.00	0.00	0.00	0.00
208-751-884.00	Gate Receipts	7,346.25	6,000.00	0.00	0.00
208-751-884.01	Inside Storage	1,745.12	2,500.00	2,826.35	113.05
208-751-920.00	WATER TESTING	613.05	800.00	753.75	94.22
208-751-920.01	UTLITIES/ELECTRIC	29,755.71	35,000.00	22,796.03	65.13
208-751-930.02	EQUIPMENT MAINTENANCE	1,518.65	4,000.00	618.61	15.47
208-751-930.03	FACILITY MAINTENANCE	3,761.25	4,000.00	938.59	23.46
208-751-930.04	GROUNDS MAINTENANCE	4,751.82	4,000.00	5,364.68	134.12
208-751-942.00	RENTAL/CONTRACTING	5,869.00	6,000.00	4,613.50	76.89
208-751-953.01	ELECTRICAL UPGRADE - SHAKEY LAKES	0.00	0.00	0.00	0.00
208-751-953.02	ELECTRICAL UPGRADE - KLEINKE	0.00	0.00	0.00	0.00
208-751-964.00	REFUNDS/REBATES	1,274.40	2,000.00	1,780.76	89.04
208-751-970.00	CAPITAL OUTLAY	0.00	0.00	0.00	0.00
208-751-981.00	VEHICLE MAINTENANCE	465.24	3,500.00	36.95	1.06
208-751-984.00	NEW/REPLACEMENT EQUIPMENT	1,982.69	2,000.00	2,921.56	146.08
208-751-998.00	CAPITAL OUTLAY	0.00	0.00	0.00	0.00
Total Dept 751		196,847.58	213,393.94	167,683.60	78.58
Dept 998					
208-998-999.00	TRANSFER OUT	13,980.23	0.00	13,986.00	100.00
Total Dept 998		13,980.23	0.00	13,986.00	100.00
TOTAL Expenditures		210,827.81	213,393.94	181,669.60	85.13
Total Fund 208 - COUNTY PARKS					
TOTAL ASSETS		68,839.71		96,747.81	

PERIOD ENDING 09/30/2016

GL NUMBER DESCRIPTION	BALANCE 09/30/2015 NORMAL (ABNORMAL	2015-16 AMENDED BUDGET	END BALANCE 09/30/2016 NORMAL (ABNORMAL	% BDGT USED
Fund 208 - COUNTY PARKS				
BEG. FUND BALANCE	43,641.01		59,720.88	
+ NET OF REVENUES & EXPENDITURES	17,578.41	(7,835.94)	34,602.35	441.59
+ FUND BALANCE ADJUSTMENTS	(1,498.54)		0.00	
= ENDING FUND BALANCE	59,720.88		94,323.23	
+ LIABILITIES	9,118.83		2,424.58	
= TOTAL LIABILITIES AND FUND BALANCE	68,839.71		96,747.81	

GL NUMBER	DESCRIPTION	BALANCE 09/30/2015 NORMAL (ABNORMAL	2015-16 AMENDED BUDGET	END BALANCE 09/30/2016 NORMAL (ABNORMAL	% BDGT USED
Fund 220 - PARK IMPROVEMENT FUND					
Assets					
Dept 000					
220-000-001.00	CASH	2,019.83		(852.18)	
220-000-040.00	ACCOUNTS RECEIVABLE	20.00		0.00	
220-000-078.00	DUE FROM STATE	0.00		0.00	
Total Dept 000		2,039.83		(852.18)	
TOTAL Assets		2,039.83		(852.18)	
Liabilities					
Dept 000					
220-000-200.00	ACCOUNTS PAYABLE	0.00		0.00	
Total Dept 000		0.00		0.00	
TOTAL Liabilities		0.00		0.00	
Fund Equity					
Dept 000					
220-000-390.00	FUND BALANCE	3,751.64		2,039.83	
Total Dept 000		3,751.64		2,039.83	
TOTAL Fund Equity		3,751.64		2,039.83	
Revenues					
Dept 000					
220-000-541.00	STATE PAYMENT	0.00	0.00	0.00	0.00
220-000-542.00	STATE GRANTS/FISHING MUSEUM	0.00	0.00	0.00	0.00
220-000-580.00	LOCAL GRANT-STONEY POINT	0.00	0.00	0.00	0.00
220-000-580.01	LOCAL GRANT-BAILY PARK	0.00	0.00	0.00	0.00
220-000-580.02	Local Grant/Shakey Lakes	0.00	2,500.00	2,500.00	100.00
220-000-642.01	TREE HARVESTING - SHAKEY LAKES	0.00	0.00	0.00	0.00
220-000-642.02	TREE HARVESTING - KLEINKE PARK	0.00	0.00	0.00	0.00
220-000-642.03	TREE HARVESTING - BAILEY PARK	0.00	0.00	0.00	0.00
220-000-642.04	TREE HARVESTING - RIVER PARK	0.00	0.00	0.00	0.00
220-000-642.05	TREE HARVESTING - STONEY POINT	0.00	0.00	0.00	0.00
220-000-652.01	BOAT FEES	4,371.69	3,500.00	4,456.07	127.32
220-000-676.00	MISCELLANEOUS RECEIPTS	0.00	4,500.00	4,500.00	100.00
220-000-699.00	TRANSFERS/APPROPRIATION	13,980.23	20,000.00	33,986.00	169.93
Total Dept 000		18,351.92	30,500.00	45,442.07	148.99
TOTAL Revenues		18,351.92	30,500.00	45,442.07	148.99
Expenditures					
Dept 691					
220-691-953.01	SHAKEY LAKES IMPROVEMENT	0.00	0.00	0.00	0.00
220-691-953.02	KLEINKE IMPROVEMENT	0.00	0.00	0.00	0.00
220-691-953.04	BAILEY PARK IMPROVEMENT	0.00	0.00	0.00	0.00
220-691-953.05	STONEY POINT IMPROVEMENT	0.00	0.00	0.00	0.00
220-691-975.01	BOAT LAUNCHES	0.00	0.00	0.00	0.00
Total Dept 691		0.00	0.00	0.00	0.00
Dept 752					
220-752-953.01	SHAKEY LAKES IMPROVEMENT	12,610.78	15,400.00	5,990.58	38.90
220-752-953.02	KLEINKE PARK IMPROVEMENT	4,952.95	4,000.00	0.00	0.00
220-752-953.03	RIVER PARK IMPROVEMENT	0.00	17,586.00	14,653.50	83.32
220-752-953.04	BAILEY PARK IMPROVEMENT	0.00	4,000.00	5,290.00	132.25
220-752-953.05	STONEY POINT IMPROVEMENTS	2,500.00	6,300.00	22,400.00	355.56
220-752-970.00	CAPITAL OUTLAY	0.00	0.00	0.00	0.00
220-752-970.01	SHAKEY LAKE CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00
220-752-975.04	BOAT LAUNCH CONSTRUCTION	0.00	0.00	0.00	0.00

PERIOD ENDING 09/30/2016

GL NUMBER	DESCRIPTION	BALANCE 09/30/2015 NORMAL (ABNORMAL	2015-16 AMENDED BUDGET	END BALANCE 09/30/2016 NORMAL (ABNORMAL	% BDGT USED
Fund 220 - PARK IMPROVEMENT FUND					
Expenditures					
Total Dept 752		20,063.73	47,286.00	48,334.08	102.22
Dept 804					
220-804-704.00	SALARIES/FISHING MUSEUM	0.00	0.00	0.00	0.00
220-804-755.00	OPERATING SUPPLIES/FISHING MUSEUM	0.00	0.00	0.00	0.00
220-804-860.00	TRAVEL/FISHING MUSEUM	0.00	0.00	0.00	0.00
220-804-985.00	EQUIPMENT	0.00	0.00	0.00	0.00
Total Dept 804		0.00	0.00	0.00	0.00
TOTAL Expenditures		20,063.73	47,286.00	48,334.08	102.22
Total Fund 220 - PARK IMPROVEMENT FUND					
TOTAL ASSETS		2,039.83		(852.18)	
BEG. FUND BALANCE		3,751.64		2,039.83	
+ NET OF REVENUES & EXPENDITURES		(1,711.81)	(16,786.00)	(2,892.01)	17.23
= ENDING FUND BALANCE		2,039.83		(852.18)	
+ LIABILITIES		0.00		0.00	
= TOTAL LIABILITIES AND FUND BALANCE		2,039.83		(852.18)	