

"Menominee – Where the best of Michigan begins"

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10th Avenue  
Menominee, Michigan 49858-3000*

*Mike Erdman - County Interim Administrator  
Sherry Smith - Administrative Assistant  
Telephone: (906) 863-7779 or 863-9648  
Fax: (906) 863-8839*

The Menominee County  
Parks and Recreation Committee  
will meet on **Wednesday ~ August 12, 2009**  
at **6:00 p.m. C.D.T. at West Shore Fishing Museum**

### AGENDA

- A. Call Meeting to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Previous Meeting Minutes
- E. Public Comment
- F. Business
  - 1. Resignation of Parks and Recreation Committee Member
  - 2. Parks Revenue Increase
  - 3. Boat Launch Revenues
  - 4. Dogs in the Parks
  - 5. Concession Stand at Kleinke Park
  - 6. Amended Parks By-Laws
  - 7. Park Superintendent Updates
    - a. Michigan Natural Resources Trust Fund projects –  
Parks are in compliance with program requirements
- G. Correspondence
- H. Any Other Items Members Wish to Present
- I. Public Comment
- J. Adjournment

Please note: If any Parks & Rec. Board Members or Community Members have any suggestions to improve the county parks, please feel free to contact Steve Wery at: (906)-863-7525. He'll be glad to hear any suggestions you may have to offer.

*Gary Eichhorn - Chairperson*

*Dick Peterson - Vice Chairperson*

*Bernie Lang*

*James Furlong*

*Garry Anderson*

Menominee County  
Parks and Recreation Committee  
July 8, 2009  
Minutes

Members Present: Vola Bleile, Judy Bright, James Furlong, Jason Lauzer, and Dick Peterson.  
Absent: Mark Aubert and Michael Lyons. Also in attendance: Steve Wery, Parks Superintendent.

The meeting was held at Kleinke Park and Vice-Chairman Lauzer called the meeting to order at 6:00 pm.

Motion to approve an amended agenda to include a presentation by Bill Hanson was made by James Furlong and seconded by Vola Bleile. Motion carried.

Motion to approve May 13, 2009 minutes as presented made by James Furlong and seconded by Dick Peterson. Motion carried.

Public Comments were made by the following campers at Kleinke Park:

Vickie Plautz: honor system and posting park rules.

Jessie Strahl: need a separate area for dogs.

Sue Aubry: complimented superintendent & staff on good park maintenance.

Karl Doerr: pump the outhouse(s) more frequently.

Eileen Behrendt of the West Shore Fishing Museum: complimented crew; mowing parking field; check water source; invited Parks Committee to hold next meeting at Museum.

Christie Saoo: Kleinke Park is a "jewel" and appreciates helpfulness of parks crew. Has concerns that Sect. 13 of the Parks Ordinance needs to be enforced.

Dick Saoo: terrific job on maintenance; dog and goose droppings on beach.

Sue Aubry: dog and goose droppings on beach.

Karl Doerr: dog and goose droppings on beach.

Supervisor Wery advised the committee that Solander Electric was the successful bidder on the 12-Circuit Generator Panel at Shakey Lakes. The panel has been installed and tested. The rangers know how to operate. He also said that Alger-Delta has increased the power supply to the park.

A motion by James Furlong, seconded by Vola Bleile, was unanimously passed to forward a resolution to the County Board in "Support of 'Front 40' and Their Efforts to Educate Residents of Menominee County on Potential Mining."

As discussion began on reviewing the Parks Committee By-laws, there was more public input on dogs in the park. The issue of dogs will be added to next month's agenda.

The By-laws were reviewed and several items were edited:

Article III revised to reflect current composition of committee.

Article III - Section 1: Secretary or designee shall be the recorder.

Article IV – Section 1: add Secretary as an officer of the committee.

Article V – Section 1: add “The committee shall meet a minimum of six times per year.”

Article V - Section 2: change the number to “2” to call a special meeting.

Article VII: check for latest version of “Robert’s Rules of Order” or to agree with County Board By-Laws.

Judy Bright will advise Sherry Smith, the Administrator’s Secretary, of these changes for presentation at our next meeting for approval before going to the county board.

After updating the committee on revenues and expenses to operate the parks and the anticipated increase in electric rates, Superintendent Wery recommended that park fees be increased for 2010. A motion by Jason Lauzer and seconded by Dick Peterson to increase fees for daily camp sites by \$1 per day and lease sites by \$150 for a 5-month lease (and prorated for other lease periods) carried unanimously. The registration fee of \$5 will not change. Wery also advised that over the past 11 years, parks revenue has increased to the point that the taxpayers’ contribution to the parks has dropped from over \$90,000 to approximately \$45,500. He also noted that there are 92 on the waiting list for lease sites.

Bill Hanson addressed the committee on his desire to operate a concession stand at Kleinke Park. A motion by Jason Lauzer and seconded by Vola Bleile to have Superintendent Wery and Mr. Hanson explore the steps necessary to establish a concession stand for county board approval was passed unanimously.

(Commissioner Peterson left the meeting at 7:24 pm.)

Superintendent Wery reported on the following:

Record revenues in parks for past 10 years; expecting this will be a good year.

Shoreline cannot be cut until August 1<sup>st</sup>.

Looking for grants to improve beach areas.

There was no correspondence.

Public comment:

Eileen Behrendt: put pressure on legislators about cost of removing noxious weeds.

A motion to adjourn was made by Judy Bright, seconded by Jason Lauzer. Motion carried; the meeting adjourned at 7:35 pm

Judy Bright, Secretary  
Menominee County  
Parks and Recreation Committee

July 30, 2009

Dear Mr. Erdman:

The purpose of this letter is to resign my position on the Menominee County Parks and Recreation Committee effective immediately. I have enjoyed my time serving the people of Menominee County. I recently have become more involved in my church community and the committee meetings are in direct conflict with church activities, therefore, I am resigning my position. I wish to thank the Board of Commissioners for their trust in me by appointing me to the committee.

If you have any further questions about my decision, please feel free to contact me at any time.

Sincerely yours,

A handwritten signature in black ink that reads "Michael P. Lyons". The signature is written in a cursive style with a large, looped initial "M".

Menominee County Parks revenue increase

For 2009---2010 budget.

Shakey lakes lease

- |                     |                            |
|---------------------|----------------------------|
| 1. Six month lease  | \$1,250 -- \$6.95 per day. |
| 2. Five month lease | \$1,125--\$7.50 per day.   |

Rates per night.

- |                    |                    |
|--------------------|--------------------|
| 3. 50 amp power    | \$19.00 per night. |
| 4. 20—30 amp power | \$17.00 per night. |
| 5. Non electric    | \$14.00 per night  |
| 6. pavilion rental | \$ 30.00 per day   |

Stephen Wery Park Superintendent.

7-24-09

## Menominee County Parks revenue increase

For 2009—2010 budget.

### Kleinke park.

1. One month lease	\$400.00 - \$13.35 per day.
2. Two month lease	\$720.00 - \$12.00 per day.
3. Three month lease	\$900.00 - \$10.00 per day.
4. Four month lease	\$1,050 - \$8.75 per day.
5. Five month lease	\$1,125.00 - \$7.50 per day.
6. Six month lease	\$1,250.00 – \$6.95 per day.

### Rates per night

7. 50 amp power	\$19.00 per day.
8. Non electric	\$14.00 per day.
9. Pavilion rental	\$30.00 per day.

Stephen Wery Park Superintendent.

7-24-09

## BYLAWS

ARTICLE I: Name. Menominee County Parks & Recreation Committee.

ARTICLE II: Purpose. To act as an advisory committee to the Menominee County Parks & Recreation System.

ARTICLE III: Members. **Amended August 12, 2009, by the Parks & Recreation Committee.**

The members of this Committee are those persons who have been appointed by the Board of Commissioners. **There shall be five (5) public at-large representatives and two (2) County Board representatives.** All have voting powers.

All Public at-large representatives will serve three year staggered terms.

Section 1. Voting. All members who are present shall vote whenever the question is put by the Chair. **The Secretary or designee shall be the recorder.**

Sub. Section 1. Abstention.  
No member may abstain from voting "yes or no" unless excused by a majority of those present.

ARTICLE IV: Officers

ARTICLE IV - **Amended August 12, 2009 by Parks & Recreation Committee.**

Section 1. The officers of this Committee shall be **a Chairperson, a Vice Chairperson and a Secretary.**

Section 2. The term of office shall be for one year. The individual may succeed her/himself.

Section 3. These officers shall be elected at its first meeting of the year.

Section 4. Candidates for these offices shall be nominated from the floor. It shall take a simple majority vote of the Committee to elect. The vote will be taken by a randomly selected call of the roll.

Section 5. Officer Powers and Duties.

Except for those powers and duties prescribed to the Chair by the County Board, the Chair has no power to act on behalf of the Committee unless the Committee specifically grants that power.

ARTICLE V. Meetings

ARTICLE V - **Amended August 12, 2009 by Parks & Recreation Committee.**

Section 1. A schedule containing the date, time and place of regular monthly meetings of the Committee shall be established at the first meeting of the year. **The Committee shall meet a minimum of six (6) times per year.**

Section 2. Special meetings, procedure; notice; Open Meetings Act, compliance. (MSA 5.330) Sec. 10.

A special meeting of the Parks & Recreation Committee shall be held only when requested by at least **two (2) members** of the Parks & Recreation Committee. The request shall be in writing, shall be addressed to the County Administrator, and shall specify the time, date, place, and purpose of the meeting. Upon the reception of a request, the County Administrator shall immediately give notice in writing to each of the Committee members by causing the same to be delivered to the Committee member personally, or by leaving the same at the place of residence of the Committee members, or by mailing a copy of the notice to his or her post office address by certified mail with return receipt requested, at least 10 days before the time of the meeting. Public notice of the time, date, and place of the meeting shall be given in the manner required by Act No. 267 of the Public Acts of 1976.

Section 3. Quorum and Majority. (MSA 5.323) Sec. 3.

A majority of the members of the County Parks & Recreation Committee shall constitute a quorum for the transaction of the ordinary business of the Committee, and questions which arise at its meetings shall be determined by the votes of a majority of the members present.

Section 4. Minutes. Recording names and votes on actions. The names and votes of members shall be recorded on an action which is taken by the Parks and Recreation Committee if the action is on an ordinance, resolution, or appointment or election of an Officer. The vote and the name of the member voting on other questions or motions shall be recorded at the request of: 1/5 of the members present if the question or motion is before the Board, or 1/3 of the members present if the question or motion is before a Committee of the Board. A record which is made pursuant to this section shall be available for public inspection.

ARTICLE VI: Rules, Regulations, Policies of the Committee.

Section 1. The Committee may adopt by 2/3 vote those rules and regulations it feels necessary to allow for the orderly conduct of

business of the Committee.

Section 2. The Committee may adopt at a regular meeting by a 2/3 vote and if submitted in writing at the previous regular Committee meeting policy statements which pertain to the operation of all facets of County Parks & Recreation which are within the jurisdiction of this Committee. Policies of the Committee may not be suspended. Policies may be amended under the same rules governing the amending of the Bylaws.

ARTICLE VII. Parliamentary Authority.

The Scott, Foresman "Robert's Rules of Order" Newly Revised, **Tenth (10) edition, ISBN 0-7382-0307-6** shall be the Parliamentary Authority. The rules, with special attention to small Committees, contained in the above mentioned reference shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or any special rules or policies the Committee may adopt.

ARTICLE VII. Amendment of Bylaws.

Section 1. These Bylaws may not be suspended.

Section 2. These Bylaws may be amended at any regular meeting of the County Board by a 2/3 majority of the County Board, provided that the amendment is submitted in writing at the previous regular Parks & Recreation Committee meeting. An amendment to this amendment may be made during discussion at the meeting at which the amendment is taken up provided it does not limit the rights of the minority nor expand the rights of the majority. Amendments to the amendment which do the immediately aforementioned limiting and expanding of rights may, if they were presented in writing, be considered as a new amendment at the next regular meeting of the Committee.

Section 3. These Bylaws, Rules, Regulations and Policies shall remain in effect until properly amended or suspended as appropriate.

ATTESTED TO:

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Mike Jasper,  
Clerk of Menominee County

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Gary Eichhorn, Chairman  
Menominee County Board of  
Commissioners

## MENOMINEE COUNTY PARKS & RECREATION COMMITTEE RULES & POLICIES

R96-1 The Order of Business shall be as follows:

1. Call Meeting to Order
2. Review of Previous Meeting Minutes
3. Approval of Agenda
4. Public Comment
5. Business
6. Correspondence
7. Any Other Items Members May Wish to Present
8. Public Comment
9. Adjournment

Adopted: November 25, 1996

R96-2 Complex or controversial issues may be discussed by the Committee prior to being introduced in the form of a motion. The Chair may declare the floor open for debate prior to a motion if no member objects. If there is an objection, the Chair shall call for a vote. A majority vote of the Committee shall sustain the Chair.

Any motion(s) arising from such debate shall be reduced to writing prior to being voted upon, upon the request of any member.

Adopted: November 25, 1996

R96-3 To determine the sequential order of a roll call vote, the Secretary shall randomly select the names of the members of the Committee.

Adopted: November 25, 1996

R96-4 Committee members are provided a mileage allowance which shall be the IRS rate per mile.

Adopted: November 25, 1996

R96-5 Committee members attending authorized conferences, seminars, etc. shall be reimbursed mileage, meals and lodging. All applicable conference fees shall be paid in advance by the County when possible. Lodging shall be reimbursed at actual cost not to exceed the room rate at the conference headquarters hotel. Lodging necessary enroute to or from a conference shall be reimbursed at actual cost not to exceed \$60.00 per night. Travel costs will be reimbursed at the IRS rate per mile for personal automobile or at actual cost for commercial carriers. Any travel allowances advanced in excess of actual costs shall be reimbursed to the County. Meals not included in conference fees shall be paid in accordance with County policy.

Adopted: November 25, 1996

R96-6 Committee members are responsible for submitting all of their own expenses including all meeting expenses. These expenses should be submitted to the County Administrator's office.

Adopted: November 25, 1996

R96-7 DISSEMINATION OF INFORMATION. It shall be the policy of the Committee that all information pertaining to business of the Committee obtained by individual committee members, shall be transmitted in a timely fashion to all Committee members so that they would be better able to make informed decisions. This information shall be made available to the county Administrator so that it may be included in the meeting packet. County Committee packets will be available one week prior to the meeting.

Adopted: November 25, 1996

R96-8 PURCHASING POLICY. Committee has no authority to purchase.

Adopted: November 25, 1996

R96-9 COMMITTEE COMMUNICATION. It shall be the policy of the Committee that the official spokesperson of the Committee shall be the Committee's Chairperson or the County Administrator. Utterances of individual Committee members shall be clearly identified to the media and the public that those public statements are opinions of those committees or member(s) as the case may be and not positions of the Committee.

Adopted: November 25, 1996

R96-10 PUBLIC COMMENT. It shall be the policy of the Committee that for all meetings of the Committee and all committee meetings of the Committee which come under the jurisdiction of the Michigan Open Meetings Law that the following rules apply: speakers shall identify themselves and if representing a group, the name of the group, and shall state their address; a speaker shall be limited to five minutes; only one speaker may address the Committee on behalf of a group; 30 minutes, if necessary, shall be devoted to public participation during the appropriate times on the agenda; the Committee reserves the right to extend the above mentioned time limits; a member of the public can request permission to address the Committee relative to a particular item on the agenda at the time it is being considered by the Committee or a Committee member can yield the floor to a member of the public, under the constraints of the above mentioned time limits; these rules shall be available along with copies of the agenda, for those meetings at which a previously prepared agenda is available, at the time and place of the meeting.

Adopted: November 25, 1996

R96-11 COMMITTEE MEMBER COMPENSATION - Committee public members  
receive no meeting compensation.

Adopted: November 25, 1996

## CHARTER OF PARKS AND RECREATION COMMITTEE

The Menominee County Parks & Recreation Committee is an advisory committee whose purpose is to provide advice, direction, and recommendations to the Parks Superintendent, County Administrator and Menominee County Board of Commissioners. The Committee has no final authority or responsibility for policy making or administration.

Responsibilities of this Committee are as follows:

1. Recommend objectives and goals of the Parks and Recreation System.
2. Recommend rules and policies governing the Parks and Recreation System.
3. Recommend annual and long-term financial plans.
4. Recommend establishing and maintaining an effective public relation program.
5. Recommend short-term and long-term planning necessary to develop a broad variety of programs, facilities, and services to meet community needs.
6. Maintain close coordination with other community agencies involved in parks and recreation and the Board of Commissioners.
7. Encourage broad citizen involvement in the park system.
8. Recommend annually a park fee schedule.
9. Act as mediator between citizens and management disputes.
10. Receive public input on the parks and recreation system.
11. Annually recommend revision to the Menominee County Parks and Recreation Plan.
12. Annually recommend capital improvement plan.
13. Review statistics.
14. Annually tour parks as a Committee to determine goal objectives and to evaluate physical condition of park property.

The Menominee County Parks & Recreation Committee shall follow the rules and policies as set forth by the Menominee County Board of Commissioners.



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES

LANSING



REBECCA A. HUMPHRIES  
DIRECTOR

July 22, 2009

Mr. Steve Wery  
Director of Parks, Buildings and Grounds  
Menominee County  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Dear Mr. Wery:

SUBJECT: TF728, Stoney Point Public Access Site

The completed Michigan Natural Resources Trust Fund (MNRTF) project referenced above was recently inspected by staff of the Department of Natural Resources (DNR), Grants Management. The DNR is required to conduct routine periodic inspections of grant-assisted sites. The project site was found to be maintained, operated, available to the public, and properly signed (including MNRTF plaque) in compliance with the program requirements. The inspection reports have been retained in the project files located in Grants Management.

Thank you for supporting the MNRTF program by providing a very real testimony to its impact in Michigan's local park and recreation facilities.

If you have any questions, please feel free to contact me either by phone or at the following address: **Grants Management, Department of Natural Resources, P.O. Box 30425, Lansing, MI 48909-7925.**

Sincerely,

James Wood, Manager  
Grants Management  
517-373-9125  
[woodj@michigan.gov](mailto:woodj@michigan.gov)

JW:lh

cc: Ms. Lisa McTiernan, DNR

NATURAL RESOURCES COMMISSION

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JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES

LANSING



REBECCA A. HUMPHRIES  
DIRECTOR

July 22, 2009

Mr. Steve Wery  
Director of Parks, Buildings and Grounds  
Menominee County  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Dear Mr. Wery:

SUBJECT: CM99-338, Kleinke Park Campground

The completed Clean Michigan Initiative (CMI) project referenced above was recently inspected by staff of the Department of Natural Resources (DNR), Grants Management. The DNR is required to conduct routine periodic inspections of grant-assisted sites. The project site was found to be maintained, operated, available to the public, and properly signed (including CMI plaque) in compliance with the program requirements. The inspection reports have been retained in the project files located in Grants Management.

Thank you for supporting the CMI program by providing a very real testimony to its impact in Michigan's local park and recreation facilities.

If you have any questions, please feel free to contact me either by phone or at the following address: **Grants Management, Department of Natural Resources, P.O. Box 30425, Lansing, MI 48909-7925.**

Sincerely,

James Wood, Manager  
Grants Management  
517-373-9125  
[woodj@michigan.gov](mailto:woodj@michigan.gov)

JW:lh

cc: Ms. Lisa McTiernan, DNR

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GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES

LANSING



REBECCA A. HUMPHRIES  
DIRECTOR

July 22, 2009

Mr. Steve Wery  
Director of Parks, Buildings and Grounds  
Menominee County  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858

Dear Mr. Wery:

SUBJECT: 26-00446, Shakey Lakes Park

In order to be eligible to participate in the federal Land and Water Conservation Fund (LWCF) grant program, states are required to conduct post-completion inspections of each completed project at least once every five years. This requirement is spelled out in Section 675.9.5 of the LWCF manual. These inspections can be conducted either on-site or by self-certification.

The completed LWCF project referenced above was recently inspected by staff. **The project site was found to be maintained, operated, available to the public and properly signed (including LWCF plaque) in compliance with LWCF requirements.** The inspection report has been retained in the project files located in Grants Management.

Thank you for supporting the LWCF program by providing tangible evidence of its impact on Michigan's local park and recreation facilities.

If you have any questions, please feel free to contact me at the telephone number or email address below. Our address is: **GRANTS MANAGEMENT, MICHIGAN DEPARTMENT OF NATURAL RESOURCES, PO BOX 30425, LANSING, MI 48909-7925.**

Sincerely,

James Wood, Manager  
Grants Management  
517-373-9125  
woodj@michigan.gov

JW:lh

cc: Ms. Lisa McTiernan, DNR

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