

## MECOSTA COUNTY PARK COMMISSION

December 9, 2010

The December 9<sup>th</sup>, 2010 meeting was called to order by the Chairman at the Administrative Office in Paris, MI at 7:00 p.m. MEMBERS PRESENT: Mr. Cookingham, Mrs. Fitzgerald, Mrs. Howard (arrived late), Mr. Nichols Mr. Peek, Mr. Stout, Mrs. Strong (arrived late), Mr. Todd and Mr. Wayer. MEMBERS ABSENT: Mr. Jeffs. Also present: Gary Brown, Erin Bean and Karen Morningstar.

**Minutes:** November 11, 2010 Board Meeting: Mr. Cookingham moved, seconded by Mrs. Fitzgerald to accept the minutes of the November 11, 2010 Board Meeting as presented. Motion Carried.

**Public Comment:** None.

### Reports and Updates:

**Merrill Manager Residence:** Superintendent reported the roof over the trailer and porch have been removed. The old trailer is now setting in the parking lot. Excavation has been done, plumbing has been inspected and concrete will be poured tomorrow morning. Mr. Nichols moved, seconded by Mr. Wayer the Board is in favor of pulling the trailer out at no expense to the Mecosta County Park Commission and sell for \$1.00, as is with no warranty, title is to be transferred to the new owner with a bill of sale created. Motion carried unanimously. Superintendent stated the construction will begin after the 1<sup>st</sup> of the New Year

7:15 p.m. – Mrs. Howard arrived.

**Camper Show @ Devos:** Superintendent explained the show will take place from the 14<sup>th</sup> – 16<sup>th</sup> of January. Superintendent affirmed. Chairman asked if the Superintendent was planning on attending the Lansing show. Asst. Superintendent stated we are waiting for an opening.

**Resolution from County:** Superintendent stated the Resolution passed. Chairman thanked Mrs. Howard for the opposition.

Resolution for Mrs. Howard: was read to the Board by the Chairman.

## RESOLUTION

WHEREAS: **Mrs. Linda Howard** has faithfully served the Mecosta County Park Commission for a total of 4 years (2007-2010) as the Mecosta County Board of Commissioners representative. **Mrs. Linda Howard** has served on several Mecosta County Park Commission sub-committees.

WHEREAS: **Mrs. Linda Howard** has, during her appointment with this Commission, given freely and unselfishly of her time, experience, and varied expertise, which have contributed significantly to the development, improvement and continued operations of the Mecosta County Parks, now

THEREFORE BE IT RESOLVED: That the Mecosta County Park Commission and Superintendent of said Commission does hereby express sincere

gratitude for the faithful and dedicated contributions which Mrs. Linda Howard has made and,

BE IT FURTHER RESOLVED: That this resolution be made a permanent part of the proceedings of this commission and that a true copy be given to Mrs. Linda Howard as a record of her exemplary service.

DATED: December 9, 2010

Mr. Todd moved, seconded by Mr. Cookingham to accept the Resolution for Mrs. Howard. Motion carried unanimously. Chairman added she has stepped up several times to help this board and it is much appreciated. Mrs. Howard stated she thoroughly enjoyed being on the Park Board and it is a good board.

*Incident Accident Reports:* none.

*Correspondence:* none.

7:30 p.m. Executive Secretary explained the total funds for tonight's buffet, donated by the parks board members, could not be spent. Mrs. Strong moved, seconded by Mr. Cookingham to add these funds to the flower fund. Motion carried unanimously. A total of \$5.55 will be added.

**Financial:** Revenue vs. Expenses was reviewed. *Adjustments:* After review of the line item spreadsheet, current transfers needed were: Acct. #727 -\$93.04, #743 - \$1,719.19, #744 - \$96.26, #778 - \$85.55, #780 - \$387.43, #921 - \$2,245.23, #932 - \$238.80, #941 - \$100.44 and #969 - \$3,549.03, for a total of \$8,514.97 with transfers coming from the following accounts to balance: #801-\$6,000.00, #802-\$1,100.00, #911-\$721.00, and #935-\$693.97. Mr. Nichols moved, seconded by Mr. Cookingham to transfer the stated amounts from line items listed to balance. Motion carried.

*Approval of Bills:* Mr. Cookingham informed the Board of the check in the amount of \$41,693 for MERS. This check covers the monthly payment with an additional \$40,000 toward the improvement of our fund balance. Mr. Cookingham moved, seconded by Mr. Todd, for the approval of the bills, including customary & ordinary and the transfer of funds. Motion carried by roll call vote.

The Executive Secretary gave the financial report. Mr. Wayer directed staff to call for a police escort if necessary when transferring funds to the bank. Safety was discussed.

*Set Asides:* adjustments are needed to bring the funds up to begin the 2011 season. Executive Secretary requested to transfer \$22,000.00 into the Contingency Account. Mr. Cookingham moved, seconded by Mrs. Strong to transfer \$22,000.00 into Contingency as requested for the 2011 Budget. Motion carried.

*2011 Budget Package:* as approved last month has been inserted into the Board member books.

*Trash Bids:* Superintendent explained the deadline was at noon today. Total daily pick trash removal bids were opened as follows:

Independent Rural Waste Services: \$1,240.00  
Waste Management Services: \$362.00

Mr. Cookingham moved, seconded by Mr. Stout to enter into a contract with Waste Management for trash removal. Motion carried by roll call vote (Howard, Strong and Wayer opposed).

*Great Lake Park Training Institute:* Superintendent requested to send the Brower and School Section Lake Park Managers and felt this is a good opportunity for training and team building. The conference would cost around \$500 per person. Additional training needed for 2011 is Playground Safety Training, which would cost approximately \$250. Mr. Todd moved, seconded by Mr. Cookingham to allow three staff to attend the Great Lake Park Training Institute. Motion carried by roll call vote (Mr. Wayer opposed).

**Public Comment:** none.

**Other Business:**

**Flower Fund:** needs to be replenished.

Mr. Stout commended staff for a great year.

*Meeting Dates and Time:* Superintendent reviewed the proposed meeting dates and times for Board meetings in the 2011 season. Officers will be elected at the January 13<sup>th</sup> Board meeting. Chairman thanked the Board for their cooperation this year.

*Reappointments of Mr. Cookingham:* Superintendent advised the Board of the reappointment of Mr. Cookingham to the Park Board.

*Adjournment:* Mrs. Fitzgerald moved, seconded by Mr. Wayer to adjourn at 8:55 pm. Motion carried.

Respectfully submitted,

Jackie Fitzgerald  
Secretary