

Mecosta County Park Commission

March 10, 2011

The March 10, 2011 meeting was called to order by the Vice Chairman at the Administrative Office in Paris, MI at 7:00 pm. MEMBERS PRESENT: Mr. Cookingham, Mrs. Fitzgerald (arrived late), Mr. Nichols, Mr. Peek, Mr. Stout, Mrs. Strong, Mr. Todd and Mr. Wheeler. MEMBERS ABSENT: Mr. Jeffs and Mr. Wayer. Also present: Gary Brown, Erin Bean, and Karen Morningstar.

Minutes: February 10, 2011 Board Meeting: Mr. Cookingham moved, seconded by Mr. Peek to approve the minutes of the February 10, 2011 Board Meeting as presented. Motion carried.

February 22, 2011 Rules and Regulations Committee Meeting: Mrs. Strong moved, seconded by Mr. Wheeler to approve the minutes of the February 22, 2011 Rules and Regulations Committee Meeting as presented. Motion carried

March 3, 2011 Masterplan Committee Meeting: Mrs. Strong moved, seconded by Mr. Todd to approve the minutes of the March 3, 2011 Masterplan Committee Meeting as presented. Motion carried

March 3, 2011 Rules and Regulations Committee Meeting: Mr. Peek moved, seconded by Mr. Cookingham to approve the minutes of the March 3, 2011 Rules and Regulations Committee Meeting as presented. Motion carried

Public Comment: none.

Computer Network, Internet and E-mail Policy: Mr. Peek moved, seconded by Mrs. Strong to adopt the Computer Network, Internet and E-mail Policy. Motion carried. Mr. Nichols asked if the policy should be forwarded to the County. Superintendent explained he has already spoke with the County Controller who stated the Park Board is a policy making board and forwarding the policy is not necessary.

Reports & Updates:

Great Lake Park Training Institute: Assistant Superintendent reported on the attendance of herself and the School Section Lake Park Manager and expressed gratitude for being allowed to attend the event. A report will be provided at next months meeting.

Merrill Cabin: Superintendent reported the plumbing is roughed in, bathroom is 85% complete, trim and doors have been installed and the paint is 25% complete. We are on schedule and the Manager will move into the new residence in mid April. Mr. Peek asked when the old residence will be removed from the parking lot. Superintendent replied we are waiting on the weather to break.

Brower Boat Launch: Superintendent spoke with the Chairman who volunteered his time and forms to complete the project in house. Superintendent stated the permit has been applied for and Nancy Cuncannan should be able to inspect the property sometime next week.

Brower, Tubbs and Haymarsh Open: April 1st – weather permitting. Superintendent reported we are waiting on the snow to melt and the staff is on tap and we are prepared.

Mrs. Strong inquired about the seasonal stickers, the design was picked out in October of 2010 and does not want to have a repeat of last year. Mr. Peek stated this topic should be on a calendar for January.

Big Dog BBQ: sent the Superintendent a counter proposal of payment of \$500 on June 30th and July 31st. Mr. Peek felt this Board is not unreasonable. Board stated to stick with the original dates of June 1st and July 1st, have notification from Big Dog BBQ of acceptance of payment due dates within 30 days. If Big Dog BBQ does not accept payments due dates, we will proceed with other opportunities.

Incident/Accident Report: none.

Correspondence: One letter regarding tongues to the road policy was reviewed. Chairman stated the policy was made for good reason. Board is not interested in changing policy.

Financial:

Revenue vs. Expenses: were reviewed

Adjustments: none

Approval of Bills: only ordinary and customary bills were available for review. Payroll issues were discussed.

7:40 p.m. – Mrs. Fitzgerald arrived.

After much discussion Mr. Cookingham moved, seconded by Mrs. Strong to approve the customary and ordinary bills as presented. Motion carried by roll call vote.

Discussion followed regarding the proper procedure to approve the bills for the month of March. Mr. Nichols and Mr. Cookingham (Finance Committee Members) went into a separate room to review the original invoices and initialed each original invoice then returned to the meeting and reported reviewing the bills.

Financial Report: was given

Set Asides: indicated no change.

Advertising: Asst. Superintendent reviewed the advertising expenses for 2010 with the Board as requested by Mr. Wayer. Board felt it was important to advertise locally. Mr. Peek requested to have this topic on the agenda for next year.

Toilet Paper Bids: were opened and reviewed. Several were disqualified due to measurements. Mr. Peek moved, seconded by Mr. Todd to accept the bid from X-Cel in the amount of \$2947.56 (\$33.88 per case) for 87 cases of Gen 500 toilet paper measuring 4.5" X 3.5". Motion carried.

Ice Bids: were opened and reviewed. Mr. Peek moved, seconded by Mrs. Strong to accept the bid from Arctic Glacier of \$0.80 per bag for the 2011 season. Motion carried.

Mower Bids: were opened and reviewed. After much discussion on the options available, Mr. Todd moved, seconded by Mr. Peek to accept the bid from Voelker Implement for \$6675.00 for a John Deere Z910A mower noting the HP of the motor was missed by one and the Board chose to honor the bid. Motion carried. Board felt strongly to keep the bid local.

Pick Up Truck Bids: were opened and reviewed. Mr. Cookingham moved, seconded by Mrs. Strong to accept the bid from Babb Ford in the amount of \$16,999.00 for a 2011 Ford F150 after the Superintendent verifies the quote meets our specs. Motion carried. It was noted the truck could be delivered in 60 days and the color can be chosen (normally dark blue or green).

Public comment: None.

Other Business:

Earful of Fiddle Request: Superintendent received an e-mail from the Earful of Fiddle group (staying at the Family Group Camp this summer) who would like to open the camp up during their stay to guests of the park for a square dance. This group would like to be able to charge guests of the park a donation to enter the Family Group Camp area. Board strongly opposed the idea of any donation or charge.

Approval of Bills: Mr. Cookingham moved, seconded by Mr. Nichols to approve the bills as reviewed to be timely and noted the normal listing of bills was not available to review along with some missing invoices from Lowe's. Motion carried. Both Mr. Cookingham and Mr. Nichols will return to the Admin Office tomorrow to sign the vouchers to be forwarded to the County for payment.

Adjournment: Mr. Cookingham moved, seconded by Mr. Wheeler to adjourn @ 8:52 pm.

Respectfully submitted,

Jerrilyn Strong
Secretary