

Mecosta County Park Commission
February 12, 2009

The February 12, 2009 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, Mr. Peek, Mr. Stout, Mrs. Strong, Mr. Todd and Mr. Wayer. MEMBERS ABSENT: Mr. Jefts and Mr. Nichols. Also present Gary Brown, Erin Bean, Karen Morningstar and Scott Hunter-Auditor.

Welcome back to the Board Jerrilyn Strong.

Minutes: January 8th Board Meeting: Mr. Wayer moved, seconded by Mr. Stout, to approve the minutes of the January 8th Board Meeting as presented. Motion carried.

February 3rd Masterplan Public Hearing Meeting: Mr. Cookingham moved, seconded by Mrs. Fitzgerald to approve the minutes of the February 3rd Masterplan Public Hearing Meeting with a date correction. Motion carried.

Public Comment: none.

2008 Audit: Mr. Scott Hunter, from Baird, Cotter, and Bishop P.C., presented the 2008 audit report. Scott provided an overview of the 2008 fiscal year, discussed internal control, including the downside to having only one accounting staff, and responded to questions from the Board. Mr. Hunter explained about the uninsured funds in the bank, in the past, there was little worry about this, now there is a great concern of banks closing due to the recession/economy. Accounts are federally insured for up to \$250,000 through 2009, in January of 2010 this federal insurance drops back to \$100,000. Our funds are transferred to the County and it is up to them to invest/deposit these funds. Mr. Wayer moved, seconded by Mr. Cookingham to accept the audit as presented. Motion carried unanimously. Great job and thank you Scott Hunter. Mr. Wayer commented it was great to receive the Audit in advance.

Reports & Updates:

Morton Township Historical Society: Jim Cross and Ray Pointer Jr. presented their proposal to the Board. The Society wishes to honor the landowners and developers, preserve the heritage and generate revenue. Highlights of the proposal are to renovate the School House, Recreate the Isaac Berry Log House to its original architectural design, establish an early settlers museum adjacent to the Log House and install a self guided tour (wood chip trail) from the School House to significant locations of historical interest. Mr. Cross and Mr. Pointer also requested to address concerns: determine responsibility of: liability of school house & contents, maintenance of buildings, determine handicap requirements, parking area for visitors,

access fees, souvenirs, provide site for historical plaque and define the relationship with the Mecosta County Park Commission. Mr. Cross and Mr. Pointer also presented a letter of support from Annette Kirk. Board thanked the gentlemen for the overwhelming presentation and Chairman stated this is too much information to be absorbed and be able to comment on in one meeting and referred to proposal to the Masterplan Committee for further review.

Beachview Lodge: Superintendent reported he spoke with Mr. Burch who recommended putting together a set of drawings for the project costing a minimum of \$1,000.00. Mr. Jeffs informed the Superintendent he is not eager to cut a check for this and has other ideas. Mr. Cookingham suggested contacting FSU students in the drafting department for help or purchasing a CAD program. Mr. Stout stated his son is a computer draftsman and he would probably help us. Mrs. Howard also suggested the MOISD students. Chairman directed staff to check with MOISD & FSU and asked Mr. Stout to check with his son and reminded all the project must fit with cost of renovation. Mr. Wayer asked if a budget for this project has been set. Superintendent stated not yet.

School Section Lake Park Tree Cutting: Superintendent informed the Board the bid has been accepted, the County Board has approved, contract has been signed and the contractor has put 20% down on the project. The check was cut to Ken Ford who took his 12% out of the check and cut us a check for the remainder. A date for cutting is needed. Board asked if the contractor would be able to complete the project within the time frame. Superintendent stated no trees will be cut while any guests are in the park. Mr. Todd stated with the weight restrictions in place now from the warm weather, nothing will be done for eight weeks. The contractor will be entering the park through the main drive and exiting the park through the two-track.

Brower Reservations: Superintendent stated a lot of feedback (both good and bad) have been received. The complaints are why we are doing this and requested the Rules & Regulations Committee take a further look at the materials gathered. Chairman stated a meeting date will be set and the end of the agenda.

Superintendent's Maintenance Management School Report: the three page report indicated he was very busy at this training. Superintendent was tested at the end of this school, received a plaque and will introduce his gained knowledge into the system. Mr. Wayer asked how we compare with vehicle maintenance in the past to now. Superintendent responded, we are gaining ground.

Incident/Accidents: one report was reviewed. Superintendent stated with the safety infractions, the Assistant Superintendent handled the incident very well. The report was sent to the County Administrator.

Change in Internet Service: Chairman stated with the phone around that took place regarding the dial up internet service provider and the renewal date of February 20th; he wanted to get it on record the vote was in favor of purchasing a satellite. The satellite dish was installed today and is up and running. Chairman directed staff to put this topic on the next agenda for discussion to allow staff to have roughly 30 days of trial to report on the new equipment. Mr. Cookingham moved, seconded by Mrs. Howard to approve the change in internet service. Motion carried.

County Map Ads: Assistant Superintendent reported only three of the 97 businesses contacted, agreed to place an ad on the new map and suggested to send another letter or contact businesses in person to offer additional advertising on our website. 10,000 maps purchased through the Convention and Visitor's Bureau would cost approx. \$2500.00. Asst. Superintendent also discussed printing a smaller map. Ad prices were between \$195-425.00 based on the size of area. The printing company for the maps the CVB put out are not even located in Michigan. Chairman directed the staff to determine the cost of the maps, talk to key participants in person and then the board can make a decision due to these maps are needed very shortly.

Correspondence: Superintendent requested to have a Personnel Meeting to discuss correspondence. A Personnel Committee meeting date will be set at the end of the agenda.

Financial:

Revenue vs. Expenses: was reviewed. Executive Secretary pointed out the new account 717 and the addition of \$1000 to subscriptions and memberships as directed last month.

Adjustments: none.

Approval of bills: Mr. Todd moved, seconded by Mr. Cookingham to approve the bills as presented for the transfer of funds (to cover Accounts Payable) from the 508 account at the County to our 110 account at Chemical Bank and for the approval of the bills including the customary & ordinary bills. Motion carried by roll call vote.

Financial Report was given.

Set asides were reviewed.

Ice Bids: were opened and reviewed as follows: Arctic Glacier - \$0.80/7# bag and DPM - \$0.83/7# bag. DPM is our current supplier. Mr. Cookingham moved, seconded by Mr. Todd to accept the low bid. Motion carried.

Toilet Paper Bids: were opened and reviewed as follows:

Mills Janitorial cheater sheet \$31.85/case
cheater sheet \$34.95/case

Follex cheater sheet \$46.50/case
cheater sheet \$36.97/case
non-cheater sheet \$49.67/case

Lansing Sanitary Supply:

cheater sheet \$39.62/case
cheater sheet \$32.44/case (this was marked as non-cheater sheet – however
it *did not* meet specs)

Great Lake Office: Submitted their bid @ 1:00 – past the deadline of noon. Bids were not considered.

Mr. Cookingham moved, seconded by Mr. Todd to accept the cheater sheet bid from Mills Janitorial of \$31.85/case. Motion carried.

SSLPOA Weed Spraying Contribution: Association is requesting MCPC to consider another three year contract (we have participated for the last six years) of weed spraying with Aquatic Nuisance Control. The total contract is \$10,800 per year and our 15% portion is \$1600/year. Mrs. Strong moved, seconded by Mrs. Fitzgerald to agree to the three year commitment of \$1600/year. Motion carried.

Public Comment: none.

Other Business:

Kerkstra Septic Tank Cleaning Proposal: Assistant Superintendent reviewed the proposal with the Board. After review, Assistant Superintendent was directed to contact Four Seasons and Plummer's (Hudsonville Area) and obtain comparable proposals, determine where their waste is hauled to and fuel charges (if applicable). Board will review all written proposals at the next meeting.

Resolution to accept 2009-2013 Masterplan:

RESOLUTION FOR ADOPTION OF MECOSTA COUNTY PARK COMMISSION COMMUNITY
RECREATION MASTERPLAN

WHEREAS, the Mecosta County Park Commission of Mecosta County has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2009 and 2013 and

WHEREAS, the public comment session was held on February 4, 2009 at the Administrative Headquarters of the Mecosta County Park Commission to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, with the Mecosta County Park Commission has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after the public meeting, the Mecosta County Park Commission voted to adopt said Recreation Plan.

NOW THEREFORE, BE IT RESOLVED, the Mecosta County Park Commissioners hereby adopts the Mecosta County Park Commission Recreation Plan as a guideline for improving recreation for the residents Mecosta County.

Moved by Commissioner Jackie Fitzgerald, seconded by Commissioner Gary Stout and carried on roll call vote of 8 yeas, 0 nays.

I, hereby, certify, that the above is a true copy of a Resolution adopted by the MECOSTA COUNTY PARK COMMISSION at it's meeting held on February 12, 2009.

February 12, 2009

James Peek– Chairman – Mecosta County Park Commission

Mr. Cookingham asked how this will fit in with what the Historical Society is proposing. Chairman stated this document cannot wait for the Historical Society.

Masterplan – County Level: The Masterplan will be presented to the County Board at their February 19th meeting.

Museum Materials: Mr. Cookingham stated he has been trying to contact Dr. Gary Burrelli to try to obtain some of the items from the museum for the Park Commission.

Stimulus Package: Mrs. Howard stated with the proposed stimulus package, we may want to consider hiring youth programs which is part of this plan. Chairman stated the barns are in need of painting and suggested the Superintendent get ready and even make a phone call to see what we can make happen.

Haunted Hatchery: Superintendent will have information at the next meeting.

Rules & Regulations Committee Meeting: was scheduled for Tuesday, February 17th @ 2:00 p.m.

Masterplan Committee Meeting Date: was scheduled for Tuesday, February 17th @ 1:00 p.m.– staff will notify the Chairman of this committee.

Personnel Committee Meeting Date: was scheduled for Tuesday, February 17th @ 10:00 a.m.

Info books are ready and attached to the front cover of the board member books. Printing costs this year were slashed by 60%!

County directory booklets were attached to the front cover of the board member books

Adjournment: Mr. Cookingham moved, seconded by Mrs. Fitzgerald to adjourn at 9:55 p.m.
Motion carried.

Respectfully submitted,

Jackie Fitzgerald
Secretary