

## **Mecosta County Park Commission Commission Meeting**

The April 16<sup>th</sup>, 2019 Commission Meeting of the Mecosta County Park Commission was called to order at the Administration Office in Paris, MI at 5:00 PM by the Chairman, Mr. Stratton.

### **Roll Call**

**Members Present:** Mrs. Bradstrom, Mr. Johnson, Mr. Maxwell, Mr. O'Neil, Mr. Perialas, Mr. Roels, Mr. Stanek, Mr. Stratton and Mr. Vogel. **Members Absent:** Mrs. Fitzgerald. **Others Present:** Jeff Abel - Superintendent, Erin Bean - Operations Manager and Kathy Maclean - Administrative Clerk.

### **Approval of Agenda**

Mr. Perialas motioned, seconded by Mrs. Bradstrom to approve the agenda as presented. Motion carried.

### **Approval of Minutes**

Mr. Vogel motioned, seconded by Mr. Johnson to approve the minutes of the March 19<sup>th</sup> Park Commission Meeting and the March 22<sup>nd</sup>, April 8<sup>th</sup> and April 15<sup>th</sup> Masterplan Committee Meetings. Motion carried.

**Public Comment** None.

### **Reports and Updates**

#### **Superintendent's Update**

The Superintendent updated the Commission on 20 current and completed projects, including:

**Paris Stump Grinding** - Storm clean-up continues; 26 stumps, totaling 966 inches, were ground down. Fill dirt to arrive shortly.

**Technology Update** - Our Administration phone system crashed leading to a replacement of the entire system. Computers are currently being set-up in the parks and the WiFi is being worked on park system wide.

**Concession A/C** - has been installed.

**Dragon Trail Fundraising Report** - Statement was reviewed and discussed.

**Incident/Accident Reports:** None.

**Correspondence:** None.

### **Committee Actions**

#### **Masterplan**

**Engineering Firm Bids** - Mr. Vogel motioned, seconded by Mr. Maxwell to accept the recommendation of the Masterplan Committee to hire Prein & Newhof for a term of 3 years and an option for up to 2 additional 12-month terms. Motion carried with a unanimous roll call vote.

**Dragon Trail-Bids** - Mrs. Bradstrom motioned, seconded by Mr. Maxwell to support the Dragon Trail Executive Committee's recommendation to accept the construction qualifications of trail building firms Trail Solutions and Spectrum LLC for the entire trail construction process and to hire Spectrum LLC to complete Task Order 1, contingent upon FERC approval. Motion carried with a unanimous roll call vote.

**Dragon Trail-Question & Answer Sessions** have been scheduled for June 29<sup>th</sup>, 9 AM at Brower Park and 1 PM at Sandy Beach.

**Dragon Trail-Website Design** - Mrs. Bradstrom motioned, seconded by Mr. Perialas to support the Dragon Trail Executive Committee's recommendation to spend up to \$3,500 from the Dragon Trail funding account toward website development. Motion carried.

**DNR Fisheries Partnership** will continue for another 5 years. 20,000 trout to be raised at Paris Park annually, for release into the Muskegon River.

#### **Personnel**

**2019 Staff Outlook** - 30 seasonal employees have been hired currently with an additional 2 hires pending. First training dates scheduled for Monday and Tuesday the 22<sup>nd</sup> and 23<sup>rd</sup>.

#### **Finance**

**Loan Payment to County** - Payment options as provided by the county treasurer were reviewed and discussed. Mr. Stanek motioned, seconded by Mrs. Bradstrom to pay \$46,128.83 in principle and interest toward the MERS loan as outlined in the Treasurer's 21-month invoice. Motion carried with a unanimous roll call vote.

**Wood Vendors** - The Commissioners approved the Superintendent changing the wood vendor process as he sees fit.

**Toilet Paper** - The Commissioners support the Superintendent's recommendation to evaluate the costs of purchasing toilet paper on an as needed basis vs. a bulk order process.

#### **Concessions**

**Progress Updates** – Product supply meetings have been scheduled with SAS and Sysco. The Health Department has approved our request to provide souvenir cup refills.

#### **Millage**

Educational and event opportunities as discussed with County Commissioners were reviewed. Mr. Maxwell motioned, seconded by Mr. Johnson to approve the hiring of an additional seasonal intern with a marketing/communications education. Motion carried with a unanimous roll call vote.

#### **Financial**

**Financial Report - Revenue & Expenses, Cash Spreadsheet, Year-to-Year** - Reports were reviewed and discussed.

**Approval of Bills** - Mr. Stanek motioned, seconded by Mr. Perialas to approve the bills in the amounts of \$3,439.04, \$26,464.60, \$12,642.92 and \$9,829.84. Motion carried with a unanimous roll call vote.

**Public Comment:** None

#### **Other Business:**

**Next Commission Meeting** is at 5 PM, May 21<sup>st</sup>, 2019 at the Administration Building in Paris.

**Adjournment:** 6:40 PM.