

Mecosta County Park Commission Commission Meeting

The January 19, 2021 Commission Meeting of the Mecosta County Park Commission was called to order via live video conference at 5:00 PM by the Superintendent, Mr. Abel.

Roll Call

Members Present: Mrs. Bradstrom, Mr. Griffith, Mr. Hatkowski, Mr. Johnson, Ms. Miller, Mr. O'Neil, Mr. Roels, Mr. Stanek, Mr. Stratton and Mr. Vogel. **Members Absent:** None. **Others Present:** Jeff Abel - Superintendent, Erin Bean - Operations Manager and Kathy Maclean - Administrative Clerk.

Approval of Agenda

Hearing no objection, the agenda stood approved.

Approval of Minutes

Mr. Vogel motioned, seconded by Mr. Stanek to approve the minutes of the December 15th Park Commission meeting. Motion carried.

Election of Officers

Chairman, Vice-Chair, Secretary - The Superintendent opened the floor to 2021 Officer nominations. Mrs. Bradstrom motioned, seconded by Mr. Stanek to nominate Mr. Vogel for Chairman. Mr. Vogel respectfully declined the nomination. Mr. Vogel motioned, seconded by Mr. Stanek to nominate Mr. Stratton for Chairman, Mr. O'Neil for Vice Chairman and Mr. Roels for Secretary, and to close nominations. Motion carried with a unanimous roll call vote. The Superintendent turned the meeting over to Mr. Stratton, Chairman.

Rules of Order - Mrs. Bradstrom motioned, seconded by Mr. Roels to follow Robert's Rules of Order with the amendment to permit the Chairman to act as a voting member of the Commission. Motion carried.

2021 Committees Assignments - The Chairman requests current committee's remain in place through the end of January and that Park Commissioners submit their Committee appointment preferences as soon as possible. New appointments will be finalized before February 1st and will begin meeting after February 1st.

Public Comment: None.

Reports and Updates

Superintendent's Updates

The Superintendent updated the Commission on 14 current and completed projects, including:

Grand Rapids RV Show rescheduled for March 11th-14th.

Family Group Camp (FGC), Pavilion & Monthly Reservation opened on January 4th.

Monthly reservations and the FGC revenue continue to trend up year over year. Pavilion revenue is down from 2020, likely due to the State's continued ban on large gatherings.

Administration Server Crashed last week. Our IT provider did not have back-ups, as we had believed, and is currently attempting to recover our files.

School Section Lake Safety Signs have been created and reviewed by the Sheriff's Marine Patrol Office and the DNR Conservation Officers. A few of the signs are being offered to the School Section Lake Property Owner's Association to assist with the educating of School Section Lake boaters.

Incident/Accident Reports - One incident was reviewed and discussed.

Dragon Trail Updates - Construction, Fundraising and Marketing were discussed.

Correspondence - None to report.

Committee Actions

Masterplan

Brower Park Shallow Boat Launch Grant - A Prein & Newhof proposal for services to develop and submit a MDNR Trust Fund Grant Application was discussed. Grant dollars would be used for additional and related improvements to the shallow boat launch reconstruction project scheduled during the river's extended draw down in 2022 or 2023. Mr. Stanek motioned, seconded by Mr. Griffith to move forward with the Prein & Newhof Grant Application proposal while completing any capable work in house to reduce consulting costs. Motion carried with a unanimous roll call vote.

2021-2025 Park Commission Master Plan Update - A resolution approving the Park Commission 2021-2025 Master Plan has been reviewed and approved by the County Board of Commissioners.

Finance

Purchase of New Mower - 3 quotes for new mowers were reviewed. Mrs. Bradstrom motioned, seconded by Mr. Roels to purchase the Gravely Pro-Turn 160 from Palmer's Outdoor Power Equipment. Motion carried with a unanimous roll call vote.

School Section Family Group Camp Flooring - 3 quotes for completion of the flooring project were reviewed. Ms. Miller motioned, seconded by Mr. Vogel to grant the flooring project to Carpet Gallery. Motion carried with a unanimous roll call vote.

Dragon Trail Loan Agreement - The County Board of Commissioners have approved the Park Commission's request offering a line of credit of up to \$410,800 to complete the Mecosta Township Trust Fund Grant portion of the trail in 2021.

IT Services - The Park Commission has been informed that our annual IT services contract with the City of Big Rapids is likely to increase by 100% from \$4,000 to \$8,000 annually. Mr. O'Neil motioned, seconded by Mrs. Bradstrom to authorize the Superintendent to negotiate with the City for an amount not to exceed \$6000. Discussed. Mr. O'Neil amended his motion, Mrs. Bradstrom seconded the amended motion to authorize the Superintendent to negotiate an annual IT contract with the City for up to \$8,000. Motion to amend the motion carried with a unanimous roll call vote. The amended motion then carried with a unanimous roll call vote.

Park System WiFi - Mr. Stanek motioned, seconded by Mr. Vogel to enter into a 5-year contract with Charter to increase School Section Lake Park's bandwidth to 500 megs at a monthly cost of \$950. Motion carried with a unanimous roll call vote. Superintendent to negotiate for an April start date, if possible.

Millage Deadlines - Mr. O'Neil motioned, seconded by Mr. Stanek to approve the Park Commission seeking a parks and recreation millage during the 2021 calendar year. Motion carried with 7 yes and 3 no (Johnson, Roels, Hatkowski) votes. Mrs. Bradstrom motioned, seconded by Mr. O'Neil to request from the County Board of Commissioners that a county parks millage of up to .5 mil for a term of 5 years be placed on the May 2021 ballot. Motion carried unanimously with a roll call vote.

Personnel

Assistant Operations Manager Hiring Process - 9 Applicants - Superintendent and Operations Manager to select interview candidates. Personnel Committee to review applications. Virtual interviews to be conducted.

Mr. Roels departed the meeting at 6:55 PM.

Building & Grounds

Goose Nesting and Round-up Permit - Permits will be submitted for Brower Park, again this year.

Financial

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

Pre-Approved Bill List Mrs. Bradstrom motioned, seconded by Mr. Stanek to update the Pre-Approved Bill list to include Point Broadband and remove Casair. Motion carried.

Approval of Bills - Mr. Stanek motioned, seconded by Mrs. Bradstrom to approve the bills in the amounts of \$11,776.70, \$6,505.59, \$712.57, \$5,800.27 and \$16,047.79. Motion carried with a unanimous roll call vote.

Public Comment: None.

Other Business:

Next Commission Meeting 5 PM, February 16th at the Services Building and/or Zoom.

Adjournment: 7:10 PM