The Osceola County Parks Department Parks Commissioner meeting was called to order at 5:45 p.m. by Commissioner Tiedt. The pledge to the Flag and Prayer was offered.

Roll call: Commissioners Tiedt, Gregory, Maturen, Wemple, Thompson and Elkins were present. Also, present: Office personnel: Director - Carl Baumgras and Bookkeeper - Julie Homan, Rose Lake Park: Denise & Brian Robertson; Crittenden Park: Richard Cook

**Brief Public Comment:** None received.

**Motion by Commissioner Wemple, supported by Commissioner Gregory to approve the claims as presented in the amount of $4,248.86. Roll call vote carried with 6 yes votes.**

**Old Business:**
   a. A report was given by the Parks Director.
   b. A report was given on the revenues and expenditures by the bookkeeper.
   c. Wage schedules, personnel requirements and positions for the parks personnel was reviewed.
      a. A park employee wage scale was reviewed with the following motion. **Motion by Commissioner Elkins, supported by Commissioner Maturen to replace the wage scale report of 2015 with the report for 2018. Roll call vote carried with 6 yes votes.**
      b. A report on the 2018 Parks Internship position was received.
      c. A report on the Part Time Hourly positions was received.
      d. A report on volunteers and non-paid positions was received with the following motion. **Motion by Commissioner Gregory, supported by Commissioner Wemple to replace the Volunteer and Non-Paid Worker Policy dated 2014 with the 2018 policy. Roll call vote carried with 6 yes votes.** A request was received for the part policies to be numbered and dated in the future.
   d. Deed paperwork from the purchase of the Birtle’s property description was received and reviewed.
   e. The 5 Year Plan and Report on Projected Plan for improvements was received and reviewed.
   f. A report on Park Commission Board Appointment was received.

**New Business:**
   a. Policy update report was received and reviewed.
      a. Cancellation/Refund policy reviewed and tabled until next meeting.
      b. Security Cameras and MiFi policies were reviewed and tabled until next meeting.
      c. Camping Reservation policy was reviewed and updated. **Motion by Commissioner Wemple, supported by Commissioner Gregory to replace the Camping Reservation policy dated 2014 with the 2018 policy. Roll call vote carried with 6 yes votes.**
   b. A price quote summary for the park sanitary supplies needed was received and reviewed. **Motion by Commissioner Gregory, supported by Commissioner Thompson to place orders with Lansing Sanitary for $3,610.52, Integrity for $773.19, Smith Lumber for $418.64, LeRoy Hardware for $171.24 and Marion Lumber for $308.20 for the purchase of sanitary supplies needed for 2018. Roll call vote carried with 6 yes votes.**
   c. A price quote summary for the park annual passes was receive and reviewed. **Motion by Commissioner Gregory, supported by Commissioner Thompson to place an order from Allegra Printing for $328.44 to purchase 3000 annual passes. Roll call vote carried with 6 yes votes.**
   d. A price quote summary for phone services was presented and reviewed. Table until Finance meeting April 3, 2018.
   e. A price quote summary for garbage disposal was tabled until Finance meeting April 3, 2018.
   f. Winter Ice liability findings was received and reviewed.
   g. Requests for military and veteran discount services were received. This will be tabled until the next parks commission meeting.

**Other Business:** The need for an additional worker site at Crittenden Park was received. **Motion by Commissioner Elkins, supported by Commissioner Thompson to use site 47 as a workers site at Crittenden Park for the 2018 season only and address this later for 2019. Roll call vote carried with 6 yes votes.**

**Employee/Board Comments:** none given.

**Extended Public Comments:** None.

**Moved by Commissioner Gregory, seconded by Commissioner Wemple to adjourn at 7:35 p.m. The motion carried with 6 yes votes.**

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Julie K. Homan, Bookkeeper

Alan Tiedt, Chairman

Draft until approved at next Parks Commission meeting