OSCEOLA COUNTY PARKS COMMISSION  
May 23, 2017

Vice Chairman Commissioner Tiedt called the meeting of the Osceola County Parks Commission to order at 9:00 a.m. at the Crittenden County Park. The pledge to the Flag was given, followed by prayer.

Present: Commissioners Thompson, VanEpps, Gregory, Elkins, Tiedt, Powell and Maturen.
Absent: Commissioners Langworthy, Jr., Wemple, and Jacobs

Park Personnel: Carl Baumgras, Julie Homan, Crittenden Park: Fritz & Kathy Denny, Mike & Judy Murray, Dave Verdier, and Wes Bower; Rose Lake Park: Mike & Karen Treble, Brian & Denise Robertson, Kay Howling, Bob & Sonja Johnson, Zane & Myrtle Jones and Candy Modelewski.

Public Comments: -- none given.

Agenda: - Motion by Commissioner Elkins, supported by Commissioner Gregory to approve the agenda as written. Motion carried unanimously.

Approval of March 14, 2017 Minutes: Motion by Commissioner Gregory, supported by Commissioner Thompson to approve the minutes of March 14, 2017 as written. Motion carried unanimously.

Finance Committee Report: Commissioner Tiedt gave the following May 9th Finance Committee report. Recommendation by Commissioner VanEpps, supported by Commissioner Powell to approve the claims in the amount of $24,279.39. Recommendation carried unanimously. Commissioner Tiedt moved to approve, Commissioner Gregory supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, supported by Commissioner Powell to approve Shelton Heating and Cooling of Tustin for two (2) water heaters installed at Crittenden Park in the amount of $4,543.00 was received. Recommendation carried unanimously. Commissioner Tiedt moved to approve, Commissioner Elkins supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, supported by Commissioner Powell to approve a bid of $6,265.00 to finish the inside of the gatehouse by Deverman Builders of Leroy. An additional recommendation for up to $1735 for finishing the outside pad and counter top, and up to $1800.00 to complete the road signs needed were approved. Recommendation carried unanimously. Commissioner Tiedt moved to approve, Commissioner Gregory supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, seconded by Commissioner Powell for a 5% increase, rounded to the nearest dollar, in the Osceola County Parks fee schedule for the 2018 season. Recommendation carried. Commissioner Tiedt moved to approve, Commissioner Elkins supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, supported by Commissioner Powell pay up to $3,000.00 for 16 trees removed and stumps ground at Rose Lake Park. Recommendation carried. Commissioner Tiedt moved to approve, Commissioner Thompson supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, seconded by Commissioner Powell to pay Rick McNeilly of Clare $5,000.00 to help install the playground equipment at Crittenden Park. Recommendation carried. Commissioner Tiedt moved to approve, Commissioner Powell supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, seconded by Commissioner Powell to pay an additional $2,500.00 to DJ McQuestion for landscaping that was under bid on the contract. Recommendation carried. Commissioner Tiedt moved to approve, Commissioner Powell supported. Motion carried unanimously.

Recommendation by Commissioner VanEpps, seconded by Commissioner Powell to pay $1653.68 to C&C Repairs of Cadillac to repair the Rose Lake golf cart and include a one year warranty. Recommendation carried. Commissioner Tiedt moved to approve, Commissioner Powell supported. Motion carried unanimously.

Directors Report: Parks Director Carl Baumgras gave the following Parks Directors report. Staffing needs for Crittenden Park were received, as well as the need for volunteers at both park was reviewed; a Customer Service Workshop date is in place for June 8th at Rose Lake Park; CPR classes to be held in June for all staff that requires training; Community Workers (TRV) were a major help at both parks; 9&10 News to do a live broadcast at Rose Lake Park on Friday, May 26th. Park operations reviewed for a possibility of another wonderful year; water tests on all wells are complete; credit card issues with the PNP system and passwords; MIFI jetpacks are working ok; both parks need repairs to picnic tables and grills in parks.

Financial Report: Parks Executive Secretary/Bookkeeper Julie Homan gave the following financial report. Park balances as of May 23, 2017 were as follows: Revenues - $126,685.07, Expenditures - $94,333.13. Huntington Bank balance: $80,949.06, with cash on hand with the County Treasurer office of $27,996.79. Accounts payables of $46,483.68 were presented from May 11 through May 23, 2017. Motion by Commissioner Tiedt, supported by Commissioner Elkins to approve Budget Amendment # 1 as submitted for approval. Motion carried unanimously.

Motion by Commissioner VanEpps, supported by Commissioner Gregory to approve the Accounts Payable for $46,483.68 as submitted for approval. Motion carried unanimously.
Walk around at Crittenden Park (9:45 am to 10:30 am).
The electric in the office has been repaired; new flag put up; both hot water heaters for the restrooms have been replaced; pavilion roof in need of repair; zero turn mower repairs are complete; 50th Avenue under construction with new culverts being placed; workshop has new fluorescent lighting placed; new washer/dryer installed; new playground equipment needs installation and merry-go-round painted; daily passes discussed for word changes; Motion by Commissioner Tiedt, supported by Commissioner Maturen to change the wording on daily motor pass to day use permit at both parks. Motion carried unanimously. Restroom #6 in need of repairs and will review the RFP for 2019 replacement of a new restroom; as well as heat and a/c in office discussed.

The meeting was adjourned at 10:30 a.m. for travel to Rose Lake Park and reconvened at 11:30 a.m.

Walk around at Rose Lake Park (11:40 am to lunch break at 12:30 pm to 1:30 pm (Thank You Karen) and continuing the meeting after 1:30).

Park Commissioners at Rose Lake Park reviewed M-15 grandfather status for Judy Stine, daughter of Dave/Pat Warram to move to Jerry Warram, son of Dave/Pat Warram. Motion by Commissioner Gregory, supported by Commissioner Powell to approve the name change of grandfather site M15 to Jerry Warram. Motion carried 6 yes, 1 opposed. The walkaround at Rose Lake reviewed the Pine River Drain and culvert repairs and the boat dock with the Osceola County Commissioners reviewing this process for future repairs; the gatehouse was viewed for needs to complete the project; other items viewed were the north and middle restrooms; screens and handicap ramp and parking for the pavilion; and the beach area for signs replaced, paint the stairway to the playground, garbage container holder replacement and split rail fence entry to the beach. 16 trees and stumps have been removed; repair to the north restroom tankless water heater was completed; considering a one-way drive in the I, J, & L section; swale drain around the store is complete; repairs to the EZ go golf cart are being completed and discussion on the store taking over the old office space once the gatehouse is complete.

9&10 News Broadcast: 9&10 News (Michigan This Morning) will be at Rose Lake Park on Friday, May 26th to do a live broadcast starting at 5:45 am and continuing with 7 segments through 8:45 am. What will be viewed and who will help with the broadcast was discussed. Staff is hoping this will help generate visitation/camping at Rose Lake Park with this broadcast.

Rose Lake Gatehouse/Bypass Entrance: Reviewed with walkaround earlier.

Rose Lake Pine River Drain/Culvert: Reviewed with walkaround earlier.

Grants: A grant for swim buoys was presented to Osceola County Community Foundation. Grants for submission to MMRMA for fire rings and security cameras have been completed. Future grants include a grant to the DNR for the Crittenden restroom.

Fee Structure for 2018: Reviewed with walkaround earlier. Personnel Committee meeting is requested for personnel requirements in 2018. The Parks Director reviewed future directions he would like to see for staff. He reviewed with current staff and projects we have on hand; the quality of service suffers with all the projects that need completed. He would like to address fees and services, annual goals and five-year planning, equipment and technology, pay scales and perks for staff, contracting out more projects, need to put a one-year hold on all future projects and continue the year end recognition of staff.

Projected Plan for Improvement and the 5 Year Plan: Reviewed with walkaround earlier.

Public/Park Comments: A plaque was received at the Rural Education Days by the Parks Bookkeeper in recognition of our help with Project RED (Rural Education Days) and was signed by members of the Senate. A sign that was made for Rose Lake Park was on display from the Parks Director.

Motion by Commissioner Gregory, supported by Commissioner Powell to adjourn at 3:10 p.m. Motion carried unanimously.

Respectfully submitted,

Julie Homan – Executive Secretary/Bookkeeper
Draft until approved at the next Osceola County Parks Commission Meeting