

Big Prairie Township Parks Commission

Wednesday June 1, 2022

Meeting Called to Order: 5 P.M.

Pledge of Allegiance

Roll Call: Middleton, Ruchmeier, Ryman, VanDam present. Tucker absent, attended later.

Public Input: Former employee appeared and asked for employment to be reinstated. Board would discuss further in the meeting and reply by written letter.

Approval of Agenda: Motion by Ruchmeier, 2nd by Middleton to approve the agenda as presented. Motion carried.

Approval of Minutes: Motion by Ruchmeier, 2nd by Middleton to approve the minutes from May 18, 2022 as presented. Motion carried.

Camp Host: BB – Dealt with karaoke, disco type lighting and big speakers. Director to send out email reminders to all campers, with email on file, that these are not allowed. County sheriff officers did make rounds throughout both parks.

Ox- no report.

Board Reports: Chairman – 0

Vice Chairman – BB Park was not presentable to guests for Memorial Weekend. Lawn care schedule needs to be reviewed. If need be, employee(s) from Oxbow Park to be scheduled to help with this task.

Secretary – UIA mailing address has been changes to 2973 Cottonwood, Newaygo MI, which is Oxbow Park.

Trustee – Corn Hole Courts were well attended with a tournament as well as a Birthday Party. Once Consumers Energy has completed the lumber cut the parking will be much better.

Treasurer Report: May 13-19, 2022 = \$9,217.33 May 20-26, 2022 = \$15,385.53 Total = \$24,602.86

Motion by Middleton, 2nd by Ryman to approve the Treasurer report as presented. Motion carried.

Present & Pay Bills: Motion by Ryman, 2nd by Middleton to pay the bills as follows; Gross payroll week ending May 26, 2022 = \$20,944.88. Bills = \$23,478.76. Motion carried.

Grant Report: Spicer Group – Chairman – no upcharge, therefor no payable services to bill for.

Maintenance Report: Board agreed to not purchase a wood chipper at this time.

Bucket Truck – research to purchase bucket truck whilst posting Genie lift for sale. No procurement of Bucket truck until Genie is sold. Genie to sell for not less than 12K.

Old Trailer – Andy to research value of trailer then get with Reuben. Possibly place at JNJ auction in Fremont.

Day Park – Discussion was to allow or not allow dogs at a designated area, which is in the back of the park.

Board decided **to not allow** based on 1) Clean up after pets would become nuisance. 2). Pets not being leashed. 3). Pets would not be supervised and end up running throughout entire park and beach area.

Directors Report: BB – power surge may have caused issues with computer #1. May have to purchase new unit.

BB – Seasonal site #197 to become vacant per board's decision. Lot will be available to next (in line) guest who qualified through the lottery. Proration will take place at time of acceptances.

BB- #192 – board to have discussion with parents re: options for child behavior.

American Classic – refuse removal. 6 yd. dumpster = \$40.00 per empty. Initial delivery \$65.00 per dumpster.

CPR Class – June 20, 2022. Ten employees are listed as attending this all day class.

Old Business: CC fee – tabled to next meeting.

Handbook – add direct deposit – all new employees must furnish a voided copy of check or deposit slip to Director at time of hire. First check will not (usually) be by direct deposit.

New Business: 2023 BPTPC Park Rate Increase - Board approved a 6% increase on all rentals.

Suggested - add to the lottery pack, that all seasonal sites reflect size and AMP service offered. Seasonal guests can better select site(s) per need of unit.

Employee Evaluations/Raise – currently, employee evaluations/raises have been verbal. Board asked that all evaluation/raise be documented on forms. Evaluation/raise forms will be placed in personnel files.

Miscellaneous: Park Director and Board of BPTPC decided to uphold previous decision to terminate employment of an employee.

Adjournment: Motion by Ryman, 2nd by VanDam to adjourn this meeting at 8:24 P.M. Motion carried.

Next regular meeting to be Wednesday June 15, 2022 @ 5P.M. – Big Prairie Township Hall.

Submitted for approval

Colleen Ryman
Secretary

Approved on June 15, 2022