

## **Big Prairie Township Parks Commission**

Wednesday May 4, 2022

**Meeting Called to Order:** 5 P.M.

**Pledge of Allegiance**

**Roll Call:** Middleton, Ruehmeier, Ryman, Tucker and VanDam present.

**Public Input:** 0

**Approval of Agenda:** Motion by Middleton, 2<sup>nd</sup> by Ruehmeier to approve the agenda as presented. Motion carried.

**Approval of Minutes:** Motion by Middleton, 2<sup>nd</sup> by VanDam to approve the minutes from Wednesday, May 4, 2022 as presented. Motion carried.

Camp Host: 0

**Board Reports:** Chairman – Sites are open for 2022 season. Community Dinner May 25 hosted by True North, BPTPC was invited as a Thank-You for supporting True North.

VPN security for all computers is in the process.

Vice Chairman – Areas of attention needed were identified.

Secretary – 0

Treasurer – All is in order and ready for the new season.

Trustee – Trees have been picked up and ready for planting.

Corn Hole area is ready with only three (3) picnic tables yet to be placed.

American Landscape to donate weed barrier fabric for walk path between Corn Hole courts and parking.

**Treasurer Report:** Apr 15-21, 2022 = \$9,219.79 Apr 22-28, 2022 = \$ 11,430.12 Total = \$20,559.91

\*Motion by Ryman, 2<sup>nd</sup> by Middleton to approve the Treasurers report as presented. Motion carried.

**Present & Pay Bills:** Motion by Ryman, 2<sup>nd</sup> by Tucker to pay the bills as follows; Gross payroll week ending April 28, 2022 = \$20,098.88. Bills =\$28,111.83. Motion carried.

**Grant Report:** Committee to meet with Jill next Wednesday for ADA Playground requirements.

**Maintenance Report:** BB- Trees (9) to be planted.

Launch dock has been repaired.

Cabin #3 prep work has begun, bids were submitted, discussed and awarded as follows;

\*Motion by Middleton, 2<sup>nd</sup> by Ryman to hire Howarth Excavating, estimate #2474, for the sum of \$3,890.00 to perform the prep work for cabin #3 at Big Bend Park. Motion carried.

\*Motion by Middleton, 2<sup>nd</sup> by VanDam to hire Frisbie Contracting, Inc., Concrete Construction estimate dated 5-4-22 for the sum of \$6,552.00 to perform prep work for cabin #3 at Big Bend Park. Motion carried.

Cabin #3 is slated to be delivered the first week of July 2022. More details to follow.

Fire wood will be ordered for both parks for this year. Wood currently prepared to sell has to have at least a season to dry as we don't wish to sell green wood to our customers.

**Directors Report:** BB – Full Hook sites – current septic/drain field is not sufficient for this project per Schultz Septic.

Pole barn Internet – bids were submitted, discussed and awarded as follows;

\*Motion by Middleton, 2<sup>nd</sup> by VanDam to purchase the equipment program offered by Hughes Net for Five Hundred dollars (500.00) and pay monthly fee of \$79.95. This internet is for qualified employee(s) only for purpose of work. Motion carried.

Andy to set up delivery and setup.

Consumers Energy- BB - transformer upgrade possibly in June or July.

Decision was made to clean up sites in the Full Hook area and make them available to rent this season as primitive only. Andy will inform Teresa when they are set to rent.

BB/OX are in need of fire rings. Teresa to call for estimates.

Employee Shirts – Tibbe – for employees in need of longer t-shirts, Tibbe price is an additional \$10.00 per X-Long t-shirt plus \$15.00 for shipping.

Discussion was varied, 1) have employees pay the extra, 2) split the cost and 3) secure other quotes.

\*Motion by Middleton, 2<sup>nd</sup> by VanDam to order the X-Long t-shirts for those who wish to have them at the expense of BPTPC for this season. 3 – Yes, 2 – no, Motion carried.

OX – one employee is handling all aspects of the inventory for both parks and will replenish as needed.

OX – office and pole barn is scheduled to be painted June 8-10, 2022.

OX– Security Camera System – due to possible new Welcome Center, board decided to retain the current system and simply make needed repairs.

\*Motion by Tucker, 2<sup>nd</sup> by Ruehmeier to retain the current camera security system and make the needed repairs at the cost of \$1,032.50 and **not** upgrade the entire system. Motion carried.

Research the possibility of rubber pads at the launch areas when the water level is reduced when the Hardy Dam is officially closed for repairs/new construction. These pads would allow boats to launch by driving on them to the water level at the time.

American Classic – for possible campground waste removal. To be researched further.

Newaygo County Sheriff's Dept. will be patrolling both parks July 1-3, July 15-16, Sept 2-3 and Sept 9-10 as these are Holidays and Water Parties that affect both parks.

Old Business: Citations – all employees are allowed to issue citations to guests not following the rules.

CC Fees - tabled.

Employee Handbook – tabled.

Tool Bags – Andy and Mark are responsible for organizing and keeping respective pole barn clean. Employee bags are to be locked in secure place at the end of each day. Mark to price out tool bins.

**New Business:** Seasonal Rates with 50amps –tabled.

**Miscellaneous:** 0

**Adjournment:** Motion by Middleton, 2<sup>nd</sup> by VanDam to adjourn this meeting at 8:09 P.M. Motion carried.

Next regular meeting to be Wednesday May 18, 2022 – 5 P.M. @ Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman  
Secretary

Approved on May 18, 2022