

Big Prairie Township Park Commission

Wednesday, November 17, 2021

Meeting called to order : 5:02 pm

Pledge of Allegiance

Roll Call: Van Dam, Tucker and Ruehmeier present

Middleton & Ryman, absent

Public Input: None

Approval of the Agenda: Motion by Ruehmeier, 2nd by Van Dam to approve the agenda as presented. Motion carried.

Approval of the Minutes: Motion by Tucker, and 2nd by VanDam to approve the minutes as presented. Motion carried.

Jill May, Grant Writer, gave us a summary of the DNR requirement for a grant which indicates that a Historical and Archeological study must be made of the Oxbow property for native American artifacts. This work summary must be submitted along with the application in order to continue with the grant process. The cost of this study is \$3,750.00. The Board has tabled the issue until the entire Board is present.

Camp Host: 0

Board Reports:

Randy VanDam has submitted a revised master copy of the Bid Proposal, as requested. The form looks professional and usable.

Chairman, Reuben Tucker reports :

The Oxbow office addition is moving forward.

The revenue for the winter season is low. No large projects to be started but will continue with the ongoing projects and aim for completion by Spring.

The Volunteer Day Cleanup at Oxbow on Nov. 6th went very well.

Treasurer Report:

Income Reported:

Week ending 11-4-2021 Big Bend \$780.60 and Oxbow \$1993.20 = Total \$2773.80

Week ending 11-11-21 Big Bend \$417.99 and Oxbow \$89.95 = Total \$1007.94

Total Two Parks, Two Weeks = \$3,781.74

The Audit has been completed by Hendon and Slate Accounting with written documentation that no anomalies were found. The Park Commission portion of the audit was \$6,950.00.

The Insurance renewal inspection has been completed. The cost for one year is \$18,015.00

The Workers Compensation portion will renew in February.

Maintenance Report:

The Diesel Truck has been repaired.

Andy Fries has requested the purchase of 105 yards of topsoil for the three (3) lots in Big Bend trailer park to bring them up to grade. Two bids were submitted: Dan's Excavating @ \$1400.00 and Howarth's Excavating @ 1,260.00. The motion was made by VanDam to purchase the topsoil from Howarth's for \$1,260.00 and 2nd by Ruehmeier. Motion carried. The Board has stated that it is important to buy locally if at all possible.

Andy reports that due to the low water situation by Consumers Energy, the docks will not have to be pulled this year.

The Cabin built by NC Vocational Center has been delivered to Big Bend Park.

Parks Director Report:

Teresa is not at the meeting. She is in her office while the new heating/ac system as well as the new gas line is being installed at Oxbow.

New Business: Reuben to set up Zoom Meetings on the computer for the balance of the Winter for anyone cannot make the meeting in person.

Andy brought pricing for new lot markers for both Parks. Currently the lot markers have been pushed into the ground or broken. The Board is looking for a more feasible and easier way to indicate lot placement. Other avenues will be considered as well.

Adjournment: Motion by Van Dam and 2nd by Tucker to adjourn the meeting at 7:34 p.m.

Next regular meeting will be December 15, 2021 at the Big Prairie Township Hall.

Submitted for Approval

Sharon J. Ruehmeier

Big Prairie Township Treasurer

Approved 12-1-2021