

Big Prairie Township Parks Commission

Tuesday August 24, 2021

Meeting Called to Order: 2 P.M.

Pledge of Allegiance

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

Public Input: Mike Long and Vicky, present without comment.

Jill May – Trisector Consulting, LLC – after a two night stay and tour of our parks Jill gave a brief presentation on the Grant Management Proposal she compiled for BPTPC. Board to discuss potential hiring of Trisector Consulting, LLC for future grants.

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

Approval of Minutes: Motion by Ruehmeier, 2nd by Middleton to approve the minutes from August 10, 2021 as written. Motion carried.

Camp Host: BB – Randy & Joanne – suggested not having hosts also be security. Super quiet during the week.

Board Reports: Chairman – NC Tourist Council is looking for bloggers. Try to inspire children to write about their summer experiences at our parks. Events ideas; grow sunflower garden, plant a vegetable garden, plant pumpkins and then create a pumpkin painting contest etc.

Greg to continue to work on projects and not attend these meetings.

Vice Chairman – 0

Secretary – Big Prairie Township board has approved the final draft of the Rules & Regulations. Will become effective on September 14, 2021.

Treasurer – Company has been hired to come into Oxbow to shred documents that have expired by means of retention. Day and time to be determined.

Trustee – Camp Hosts to enforce “NO PARKING ON GREENBELT.”

Treasurer Report: Aug 6-12, 2021 = \$17,201.22 Aug 13-19, 2021 = \$18,085.71 Total = \$35,286.93

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

Present and Pay Bills: No printout available, Treasurer read aloud bills to be paid.

Motion by Ryman, 2nd by Middleton to approve and pay bills as stated. Motion carried.

Maintenance Report: Two employees hired into maintenance dept.
Exit arms have been ordered, will install when they arrive.

BB- Cameras have been installed.

Ox- Cameras to be installed within the next few weeks.

HighPoint Electric bid to be tabled until next meeting.

Office Report: Confirmed with Newaygo County Sheriff Dept. that officers have been scheduled to make appearances throughout Big Bend and Oxbow Parks during Labor Day and Hot Boat weekends.

Incident Report – BB – Seasonal – daughter of, nearly hit a child due to speeding. See incident report.
Incident Report – Seasonal - pass was not present as a replacement vehicle was being used. Was approved by office staff one weekend prior but not the second.

Two employees will be done after Labor Day weekend.

No new hire for vacant cleaner position, will revise schedule as needed.

Email received regarding dock length. Board reviewed, discussed and letter to be sent stating reason for refund and extension to be added immediately.

Rate sheet – was presented for the 2022 Season.

Motion by Ryman, 2nd by Tucker to approve the rates presented for the 2022 season. Motion carried.

Old Business: Chairman to review Request for Bid information and to be discussed at next meeting.

Oxbow Fence @ maintenance building – Motion by Tucker, 2nd by Middleton to appoint VanDam to be project coordinator for Oxbow Fence @ Maintenance building. VanDam to give reports on progress through completion. Motion carried.

New Business:

Genie Lift – had been approved for purchase via texts amongst board and is being picked up tomorrow from Sparta MI.

Meeting Change – Secretary to contact Twp. Clerk to advise what days other than Tuesdays are available for BPTPC meeting.

Miscellaneous: Golf Cart Pilot Program violations as follows to be added to the program:

1st Violation = \$100 fine.

2nd Violation = immediate removal of golf cart for rest of the pilot season.

3rd Violation = (any park violation) three year ban of golf cart **IF** the golf cart pilot program becomes a privilege within BPTPC parks.

Motion by Ryman, 2nd by Middleton to approve and add the Golf Cart Violations to the pilot program. Motion carried.

Adjournment: Motion by Middleton, 2nd by Ruehmeier to adjourn this meeting at 5:25 P.M. Motion carried.

Next regular meeting to be September 7, 2021 - 2 P.M. @ Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman

Secretary

Approved 9-8-2021 meeting.