

## **Big Prairie Township Parks Commission**

Wednesday September 21, 2022

**Meeting Called to Order:** 2 P.M.

### **Pledge of Allegiance**

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

**Public Input:** Lane Meyer – info re: statistics of OX and BB campground site rentals. Ampleness of sites.

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

**Approval of Minutes:** Motion by VanDam, 2<sup>nd</sup> by Tucker to approve the minutes from September 7, 2022 as written. Motion carried.

**Maintenance Report:** Tuff Vac – Treasurer to look up parts list from last year. Andy to research resale values, used vs. new.

\*Motion by Tucker, 2<sup>nd</sup> by VanDam to research current condition vs. new Tuff Vac pricing and resale value to determine the best course of action re: the Tuff Vac. Motion carried.

BB/OX - both team leads presented a list of Projects that were Planned and Approved, On-going and Completed. Board reviewed both park lists with leads. Great job on the completed projects and lists team leads!

BB – Motion by VanDam, 2<sup>nd</sup> by Middleton to purchase 45 yds. Screened top soil up to Eleven hundred dollars (\$1,100.00). Purchase two (2) 50# bags of grass seed at \$150.00 each and two (2) bags of fertilizer at \$35.00 each for the cabin area at Big Bend Park. Motion carried.

Discussed the need to dock the parks pontoon during the season for multiple uses throughout the seasons.

OX – Office – Priority Project – cause of and repair needed for floor leak has been identified. This to have immediate attention.

\*OVDP – Motion by Middleton, 2<sup>nd</sup> by VanDam to not replace the stolen back pack leaf blower, instead, purchase one (1) additional Little Wonder push behind blower at Timberland Equipment in its place. Motion carried.

**Board Reports:** Chairman – Meeting at OVDP – Oct 3, 2022 @ 10a.m. Brooke – Consumers Energy. Request from former employee to cover cost of exterminator in their home was denied by the board.

Vice Chairman – 0

Treasurer – Separate checking account has been set up to accommodate online buyers of the Brick Fundraiser only. A separate credit card company has also been set up for the Brick fundraiser also.

Secretary – UIA meeting with Twp. Officials minutes are nearly complete.

Trustee – Contact with three (3) tree removal companies re: trees at both BB and OX, all declined the job. There is one more bid coming.

Board discussed and decided to rewrite a bid sheet for distribution as follows; Scope of work to be done including labor and equipment. Cut down marked trees only, Chip branches 3” and under. Remove branches 12” and larger from site. Leave branches between 4” and 11”, park to provide clean-up of those. Clean up all brush and grind stumps. Additionally, the same as above for any tree(s), not marked but damaged or dropped while performing this bid.

\*Motion by Ryman, 2<sup>nd</sup> by VanDam to set a budget of not more than Twenty-five thousand dollars (\$25,000.00) for minimum of 128 marked trees in both Big Bend Park and Oxbow Park per the wording of the winning bid. Motion carried.

**Treasurer Report:** September 2-8, 2022 = \$13,975.72 September 9-15, 2022 = \$10,691.50 Total = \$24,667.22

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

**Present & Pay Bills:** Motion by Ryman, 2<sup>nd</sup> by Middleton to approve the following; Gross payroll week ending 9-15-2022 = \$18,603.88. Bills = \$7,484.45. Motion carried.

**Grant Report:** Reviewed and discussed DNR score card recently received. Discussed where we can gain points needed. ADA input will be gathered from a current guest(s) who utilize our ADA areas. This is the only chance to increase points before the final review and grants awarded.

**Park Director:** Camp Host – Oxbow – Hot Boat weekend, very loud, parties and still going on at 130/200 a.m.

Board will review quiet time/location policy during holiday and special events prior to 2023 season.

All office staff will be done October 15, 2022.

October 1, 2022 - all seasonal “legal” lottery entries who were not successful in receiving a site during the 2023 lottery draw are allowed to begin reservations for lot 21 day special (designed just for them). This will be a first come first serve event.

Additionally, on October 1, 2022, there are three (3) seasonal sites available at Big Bend Park and will be on a first come first serve basis event.

BBPOA – has asked to use Big Bend Park as the route for their annual hayride. Board has decided lack of knowledge/proof of current and covering insurance rider to policy of ours or theirs, this was not in either party’s best interest at this time. Denied.

Consumers Energy states the water levels shall remain the same as last year with drawdown to begin in November.

Angie’s List will file Fair Claims on our behalf against Reyes Painting, Wyoming MI.

Porta Jons have been removed.

Big Bend camp host(s) would like to transfer to Oxbow Park for the 2023 season.

Dragon Trail – complaints of bikers congregating at the entrance of trail at Big Bend Park. Contact Nick Smith at Newaygo County Parks & Recreation is best for suggestions.

**Old Business:** Oxbow site leveling –tabled.

**New Business:** Dock Sizing/Steps – on the projects list.

Dragon Trail Funding – Bricks are Us.

OVDPA ADA parking – meeting here on October 3, 2022 @ 10 a.m. with Consumers Energy to discuss options as it will tie in the Dragon Trail.

**Miscellaneous:** 0

**Adjournment:** Motion by Middleton, 2<sup>nd</sup> by VanDam to adjourn this meeting at 4:45 P.M. Motion carried.

Next regular meeting to be Wednesday October 5, 2022 – 2 P.M. – Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman  
BPTPC  
Secretary

Approved on 10-5-2022