

## **Big Prairie Township Parks Commission**

Wednesday April 6, 2022

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

**Pledge of Allegiance**

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

**Public Input:** 0

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

**Approval of Minutes:** Motion by Middleton, 2<sup>nd</sup> by Tucker to approve the minutes from 3-24-2022 as presented. Motion carried.

**Camp Host:** 0

**Board Reports:** Chairman – Chris Wren – meeting went well. Likes the forward movement of the BPTPC. Here to help in any capacity. BPTPC budget for 2022-2023 approved at TWP level.

Vice Chairman – Contractor to install new window at Oxbow says will be done soon.

Secretary – 0

Treasurer – 0

Trustee – Signs – additional signage for corn hole court area and pavilions.

Corn hole courts and parking lot – additional lighting is needed at both areas. Additionally, a four place electrical outlet at or near the back of the bathhouse for guests to utilize while at the corn hole courts. American Landscape to donate two posts for this project.

**Treasurer Report:** Mar18-24, 2022 = \$132,031.87 Mar 25-31, 2022 = \$6,769.25 Total = \$138,801.12

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

**Present & Pay Bills:** Motion by Ryman, 2<sup>nd</sup> by Middleton to pay the bills as follows; Gross payroll week ending March 31, 2022 = \$10,593.25. Bills = \$9,258.68. Motion carried.

**Grant Report:** DNR Grant for Oxbow Park “Welcome Center” has been submitted prior to deadline. Committee to meet with grant writer to be instructed on the requirements of a grant pertaining to playground equipment. Committee will then present to the board the plan that has been mapped out. Deadline for this grant is July 15, 2022.

**Maintenance Report:** Maintenance and manicuring grounds has begun at Oxbow Park. Big Bend follows. OVDP – Week before Memorial Day will be this park.

**Director Report:** Oxbow – Seasonal lot # 10 has asked to remove the gravel and replace with grass. This would be to allow for easier access to camp unit as this is a handicap lot. Board discussed numerous options.

Internet Access for Guests – Spectrum \$75.00 month after one time installation fee of \$99.00 for each park.

Did this last year for guests and it was well received. This would run May – October.

Motion by VanDam, 2<sup>nd</sup> by Tucker to add a “Second Line of Internet” to each Oxbow and Big Bend Parks for the 2022 season for guests at the parks, at the cost of \$75.00 per month plus installation fee of \$99.00 per park. This will be active from May – October 2022. Motion carried.

All seasonal lots have been paid with the exception of guests who secured seasonal lots from guests’ that back out.

Lots that flood in Camp 1 – 2-4 – will be blocked for reservations after Hot Boat for maintenance.

Office personnel – preparing offices for opening, inventory, setting stores, updating forms etc.

Employee Handbook – removing “open door” policy and replacing with Communication.  
Adding - Social Media – employees are not allowed to engage in or respond to public forums that include any type of BPTP chatter.

Maintenance – Andy – will ask for permission prior to conducting purchases at Menards.  
Mark to start at Oxbow on Monday.

**Old Business:** Split Rail Fence - Teresa to address.

**New Business:** 0

**Miscellaneous:** Discussed possibly selling Genie Lift as it’s not being used. In turn, purchase Harley rake and trailer.

**Adjournment:** Motion by Middleton, 2<sup>nd</sup> by Tucker to adjourn this meeting at 3:35P.M. Motion carried.

Next regular meeting to be Wednesday April 20, 2022 – 2 P.M. – Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman  
Secretary

Approved on 4-20-2022