

Big Prairie Township Parks Commission

Tuesday June 29, 2021

Meeting Called to Order: 2 P.M.

Pledge of Allegiance

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

Public Input: Mike Long and Michelle McNeal guests, no comments.

Motion by Ryman, 2nd by Ruehmeier to nominate Reuben Tucker as Chairman of the Board due to vacant position. Motion carried.

Nomination of Reuben Tucker accepted.

Vote by Yay - 4 Nay – 0

Meeting turned over to Reuben Tucker.

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

Approval of Minutes: Motion by Ruehmeier, 2nd by Ryman to approve the minutes from June 15, 2021 as written. Motion carried.

Camp Host: Chairman stated Camp Hosts shall be in attendance at all meetings to present reports from campground they represent.

Board Reports: Chairman – 0

Vice Chairman – 0

Secretary – still waiting on attorney to present draft of Rules & Regulations. Letter to be written to attorney for clarification of progress.

Treasurer – Amazon Business Credit Card – more information to be presented at next regular meeting.

Repeaters – MI-com is no longer offering the service. If MI-com does not remove from park, maintenance will remove.

Treasurer Report: June 11- 17, 2021 = \$18,065.96 June 18- 24, 2021 = \$16,088.93 Total = \$34,154.89.

Motion by VanDam, 2nd by Ryman to approve the Treasurer's report as presented. Motion carried.

Present and Pay Bills: Motion by Ryman, 2nd by VanDam to pay the bills as follows: Gross payroll week ending June 24, 2021 = \$19,841.42. Bills = \$37,096.36. Motion carried.

Maintenance Report:

Presented board with a list of Projects funded in this year's budget.

- 1). Full hook – BB – possible additional cost if transformer needs upgraded.
- 2). Parking lot – BB – pending approval from Consumers Energy.
- 3). Resize lots – OX – to submit project to Brooke – Consumers Energy.
- 4). Fence – BB – pole barn area.
- 5). Office – OX – remodel. Scheduled to begin.

6). Cabin placement – BB – pending hiring of mover.
Small Projects – ongoing – plan to complete this year.

Launch dock – Bumpers installed at Oxbow. Bumpers at BB to be installed after July 4, 2021.

Presented two estimates for installation of 13 electrical pedestals for full –hook area. Board discussed both types of pedestals.

Motion by VanDam, 2nd by Tucker to accept the proposal from HighPoint Electric @ \$37,620.00 for installation of 13 Eaton Power Slide RV Pedestals. Motion carried.

Office Report: Self Park envelopes have been received.

Incidents – BB, OX– guests have been contacted and warned in writing “any additional” incidents will result in being asked to exit parks.

Echo Bristol – has removed personal items from BB as instructed. Office manager to bill CC on file, per rule, for balance of electric use owed to park.

Stariha Golf Outing – request for donation. Board agrees to donate 2 – 2 night stay Certificates not valid for Holiday or Hot Boat weekend.

BB – State Police called to alleged domestic abuse. NO REFUND.

BB – Horton – email received. Must move trailer to comply with 2’ from lot line. Letter to be sent.

OX – Police called twice. Written incident and asked to leave park.

OX – Gypsy Moth issues, left the next day but camping unit remained on lot until the next day. NO REFUND.

MI-Com – board agreed to place an additional line in both parks for guests to enjoy WIFI. However, board is not responsible for connection strength, contents that guests view or their behavior while online.

Old Business: Gray Water tanks – per Health Department – once gray water tanks no longer work as intended there is to be NO replacement or repairs. Tanks become obsolete at that point.

New Business: Proposals, Estimates or Quotes – board requires minimum of Two (2) for all projects.

Employee Hours – ~~overtime is not permitted without board approval.~~

Treasurer to contact Ross Accounting to verify that Security Position is payable with 1099 at at years end.

Five Year Rec. Plan – need to check off what has been done up to date.

Winter Camping – pending.

Grants – Chairman to gather information re: grant writers.

Miscellaneous: 0

Adjournment: Motion by Ruchmeier, 2nd by VanDam to adjourn this meeting at 5:02 P.M. Motion carried.

Next regular meeting is Tuesday July 13, 2021 – 2 P.M. @ Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman
Secretary

Approved July 13, 2021