

Big Prairie Township Parks Commission

Tuesday May 4, 2021

Meeting Called to Order: 2 P.M.

Pledge of Allegiance

Roll Call: Clark, Ruchmeier, Ryman and VanDam present. Tucker absent.

Public Input: 0

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

Approval of Minutes: Motion by Ruchmeier, 2nd by Clark to approve the minutes from April 20, 2021 as written. Motion carried.

Camp Host: 0

Board Reports: Chairman – Big Prairie Twp. – Clean-up day – donating use of park backhoe. Muskegon River Watershed – due to low precipitation this past winter water levels may not be as high as previous years.

Vice Chairman – 0

Secretary – 0

Treasurer – Budget is now online per Ross Accounting.

Treasurer to review invoice for Work Comp before submitting payment.

Per Ross Accounting, Treasurer is to be in possession of all W-9's.

Town Square Map promotion – Treasurer to review.

Treasurer Report: April 16-22, 2021 = \$5,773.69 April 23-29, 2021 = \$7,741.90 Total = \$13,515.59
Motion by Ryman, 2nd by VanDam to approve the Treasurer report as presented. Motion carried.

Present and Pay Bills: – Motion by Ryman, 2nd by Clark to pay the bills as follows: Gross payroll week ending April 29, 2021- \$14,393.26. Bills . Motion carried.

Maintenance Report: Seasonal have begun to set units for 2021 season. Have been fielding questions and making normal “first start of the season” adjustments as warranted.

BB – discussed possibly placing a T dock at boat launch to ease congestion at boat launch. This dock would only serve as a holding dock while guests retrieve vehicle with trailer, instead of docking at boat launch.

Convert the current shore station area into a vehicle only parking lot.

Oxbow – Bathhouse update in progress. Wednesday or Thursday this week the new flooring is to be installed.

Both Parks – launch docks are being damaged by watercraft for various reasons. Both docks have had welded repairs. Discussed adding reinforcement to deflect watercraft for minimal damage.

New gravel has been placed on all roads. Was recommended to place same amount of gravel next year at both parks. This has been a neglected area for many years.

Office Report: Training employees at both parks.

Oxbow has camp host and security employees in place.

Still needing to hire office help – part time.

Seasonal guests will have to park on their lot only. NO using guest parking. If they need alternative parking they need to contact Teresa.

Any camp unit not adhering to the “4 foot from other unit” rule will be asked to move the unit into compliance as this is a mandate put in place by the DNR for emergency purposes.

Old Business: Special T’s proposal – next meeting.

New Business: Update Fees – next meeting.

Lottery Packet – next meeting.

Food Truck Request – absent member with information. Next meeting.

Miscellaneous: 0

Adjournment: Motion by Ruehmeier, 2nd by VanDam to adjourn this meeting at 3:31 P.m. Motion carried.

Next regular meeting is May 18, 2021 – 2 P.M. @ Big Prairie Township Hall.

Submitted for Approval

Colleen Ryman
Secretary

Approved May 18, 2021