

**Sunken Lake Park Committee  
Meeting Minutes  
Wednesday, January 25, 2023 at 1:00 p.m.  
Howard Male Conference Room**

The Sunken Lake Park Committee met on Wednesday, January 25, 2023 at 1:00 p.m. in the Howard Male Conference Room.

Sunken Lake Park Committee members in attendance were Marty Thomson, Bonnie Krajniak, and Chuck LeFebvre. Also in attendance were Long Lake Park Manager Sarah Jore, Sandy Ostrowski, County Maintenance Superintendent Wes Wilder (via telephone) if needed; County Administrator Mary Catherine Hannah, and County Board Assistant/Parks Recording Secretary Lynn Bunting.

**CALL TO ORDER**

Chair Chuck LeFebvre reported that he spoke with Bonnie and Marty and they concurred that he be the chair of the committee. Chair LeFebvre called the meeting to order.

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**ROLL CALL**

All members present.

**PUBLIC COMMENT**

Sandy Ostrowski of Alpena asked about an item on the meeting agenda regarding electric in day use area.

**UPDATES**

**PROJECT STATUS**

- a) Administrator Hannah gave an update reporting that appliances are needed for the house and work needs to be done at the house with monies adjusted for the 2023 budget. Mary Catherine reported that Wes and his crew were out there last week and will be back out there this week. Administrator Hannah reported that after the preliminary work is completed they will get appliances out there.
- b) Securities and alarms – Chair LeFebvre reported if not occupied there is no issue with power but was notified that there were break-ins in the area.
- c) Computer Program Status & Data – Mary Catherine reported that each of the campgrounds with campground master lives on computer, not network/cloud, and the SLP computer is with Sarah and is working on cleaning up and started the January 2023 reservation with all going well.
- d) Administrator Mary Catherine presented an Amendment with proposed agreement with Sarah for \$200 per month to assist Sunken Lake Park with handling reservations and to get paid out of the Sunken Lake Park budgeted 2023 Caretaker Contract line item #208-758-704.000 starting January 1, 2023. Discussion and recommendation on compensation for Sarah. Discussion and recommendation to approve.

Sarah gave an update on reservations with sites getting booked for holidays and family reunions reporting she is taking credit card reservations and deposits are coming in. Sarah working on past years and gave an update. Discussion on prior years compensation. New rates set, clean up of system. 2020 – computer amount issues, 5 years of worth checking in and checking out. Discussion to amend proposed agreement

to add prior year clean up to continue to clean up accounts and get the computer where it needs to be and compensation recommendation to increase to total \$300 per month to continue to clean up accounts and for handling reservations for 2023 and for onboarding of new Manager and help of program.

Moved by Marty Thomson and supported by Bonnie Krajniak to approve the employment agreement and change from \$200 to \$300 per month to pay Long Lake Park Manager Sarah Jore out of the Sunken Lake Park Budgeted 2023 Caretaker Contract line item #208-758-704.000 starting January 1, 2023 in the amount of \$300 per month. Motion carried.

#### BUDGET ADJUSTMENTS 2023

a) No budget adjustments needed at this time.

b) SLP Capital Outlay Projects Review - Electrical upgrade \$10,000 budgeted for 2023 is completed and waiting on Omega Invoice of \$8,500. Marty reported that PI&G Electric has already been paid and will follow up with them. Manager's House Repairs/Improvement \$5,700 budgeted for 2023 and was approved. Chair Chuck informed the committee that he will contact Wes and go out and check out the house.

#### CAMP HOSTS FOR 2023 CAMPING SEASON

Marty reported that he will contact Ron Welch for further paperwork needed to complete background check and if he is willing to work full time and if so will receive one-half off his seasonal site. Marty informed the committee that Ron's son will be up to visit this summer, but will not be available to be a camp host for this year. Larry and Jeanie Rhode are approved by the board with background check cleared. Ron Welch is approved by board but waiting on further paperwork to be able to complete background check.

#### DNR MICHIGAN SPARK GRANT UPDATE

Administrator Hannah informed the committee that should hear next week if the grant was approved for the parks. Mary Catherine reported that if not funded through this grant asked if there are any projects to apply to other possible grants for funding with applications due April 1, 2023. Discussion on projects priorities: 1) Playground, 2) Trails – ADA, and 3) Kayak launches, possibly AMA swim/beach area.

#### MANAGER/CO-MANAGERS APPLICATIONS UPDATE

Administrator Hannah reported received quite a few applications and will reach out to the applicants and schedule interviews possibly for Tuesday, February 7, 2023.

#### MEMO BOARDS

Chair Chuck gave an update on the memo boards for the bridge and presented for discussion. Discussion and recommendation to put a sign by bridge and have memorials put on it or memorials on plaques and to address before this fall.

#### DAY USE AREA PLAN

Chair Chuck reminded the committee that Youth & Recreation Grant Application for 2024 projects is due May 2023.

Discussion on picnic tables and grills for 2023 Youth & Recreation Grant Agreement for parks. Marty will speak with Don at ACC to get some quotes. Sarah recommended to speak with L&S Concrete for possible donation of concrete.

#### OTHER DISCUSSION

Sarah reported rustic is separate from seasonals and she charges \$1,300 for rustic seasonal waterfront and that the \$100 discount only applies to power; she asked about rustic seasonals at SLP for discussion. The

committee discussed and stated there are possibly four sites rustic possibly waterfront to look at for further discussion when manager/co-manager is onboard.

Marty reported on the MI Natural Resources Trust Fund Grant and possibly contacting owner of property next to the park for future expansion or a trail package and for future development of the campground.

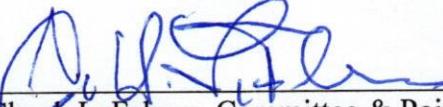
Chair LeFebvre reported that Kevin with Sand Bay Marina filled out paperwork required for payment of invoice.

Marty reported that the tractor is back out there and Wes and his crew put dock back in properly and should not pay Sand Bay Marina to put the dock in/out for future reference. Discussion on no ramp at end of dock.

**\*Next Meeting: Wednesday, February 22, 2023 at 1:00 p.m. in the Howard Male Conference Room**

ADJOURNMENT

Moved by Bonnie Krajniak and supported by Marty Thomson to adjourn the meeting. Motion carried. The meeting adjourned at 2:18 p.m.



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Chuck LeFebvre, Committee & Point Persons Chair

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