

**Long Lake Park Committee
Meeting Minutes
Thursday September 21, 2023 at 11:00 am
Howard Male Conference Room**

The Long Lake Park Committee met on Thursday, September 21, 2023 at 11:00 am in the Howard Male Conference Room.

Long Lake Park Committee members in attendance were Gerald Fournier, Jesse Osmer, Manager Sarah Jore, and Kurt Pratel. Also in attendance: County Administrator Mary Catherine Hannah.

Chair Kurt Pratel called the meeting to order at 11:00 am.

Long Lake Park Manager Monthly Report (attachment #1)

Manager Sarah reported on the following.

1. Elmer's has a start date of the 25 now. An excavator has been dropped off so far.
2. Halloween weekend coming up on Oct 6-7 with a costume dance on Friday and activities all day on Saturday.
3. Kurt asked why in the budget review the \$24,040.00 is in parentheses. Mary Catherine explained.
4. Motion made by Gerald Fournier and supported by Kurt Pratel to recommend the below action item. Motion passed.

ACTION ITEM #1: The Committee recommends approval to transfer \$800.00 from Dues, Subscription, and Licenses line item #208-759-955.002 and put into the Garbage pickup line item #208-759-925.000.

5. Motion made by Jesse Osmer and supported by Gerald Fournier to recommend the below action item. Motion passed.

ACTION ITEM #2: The Committee recommends approval to transfer \$200 from Dues, Subscription, and Licenses line item #208-759-955.002 and put into the Equipment Maintenance line item #208-759-931.000 to cover the cost to send the bad boy mower and the LS tractor to Sumerix for Fall servicing and winterization at the end of the season.

6. Sarah asked if camp host Chris Deboer could winter over in his camper for the season because he doesn't have a place to go. He could help watch the park for the winter. Motion made by Jesse Osmer and seconded by Gerald Fournier to recommend the below action item. Motion passed.

ACTION ITEM #3: The Committee recommends approval to have County Administrator Mary Catherine Hannah work with HR Specialist Jennifer Mathis to write up an agreement for Long Lake Park Camp Host Chris Deboer stay in his camper and camp at Long Lake Park during the winter season and present for approval to the Parks & Recreation Commission.

7. Power washer died would like to replace out of power tools line.

OLD BUSINESS

(#2 attachment)

1. Field correction notice – received a quote from Brad Smith for \$2,800.00; there will also be a charge from the power company for disconnect/reconnect and underground wiring. Kurt is going to call Thunder Bay Electric for a second quote. Brad can do the work in three weeks and will coordinate with the electrical inspector. Motion made by Gerald Fournier and supported by Kurt Pratel to recommend Smith's Electric quote in the amount of \$2,800 with the funds to cover the cost of the electrical work from Parks General and to obtain a quote from Thunder Bay Electric and present to the PointPersons Committee for recommendation. Motion passed.
2. Maintenance & Inspection Forms and Park Evaluation Forms - Motion made by Jesse Osmer and supported by Kurt Pratel to accept the Maintenance & Inspection Forms and Park Evaluation Forms as presented in attachments #4 and 5. Forms to be completed by the October Parks Committee meetings. Motion Passed.

BUDGET ADJUSTMENTS

Budget Adjustments made in managers' report.

NEW BUSINESS

1. Discussion on closing the park. Sarah reported that the water will get blown out by Duffy when the weather is looking to get below freezing. Buoys to be removed soon. The DNR officer is stationed in Alpena until October 31 and will remain camping in rustic until then.
2. Discussion on Camp hosts for next year. Chris Deboer, Ernie and Shane Donnon will return as full-time camp hosts. Will look for a half time events coordinator.
3. Sarah Requested to remain sole manager of Long Lake Park for the 2024 season. Motion made by Jesse Osmer and supported by Kurt Pratel to recommend to the PointPersons Committee. Roll call vote was taken: Ayes: All ayes. Nays: None. Motion passed.
4. Thoughts on old boat launch. Would like to make 2 waterfront sites and 2 pull through sites in the center continuing the rustic driveway all the way through waterfront, and the one driveway through the center.

*Next meeting: Thursday October 26, 2023 at 11:00 am in the Howard Male Conference room

ADJOURNMENT

Moved by Gerald Fournier and supported by Jesse Osmer to adjourn the meeting. The meeting Adjourned at 11:55 am.

Respectfully Submitted,

Kurt Pratel
Kurt Pratel, Committee & PointsPersons Chair
Long Lake Park Committee

SJ

Park: Long Lake Campground

#1

Report by: Sarah

Date: 9-19-23



PARK MANAGER MONTHLY REPORT

Ongoing Improvements Project(s) Progress:

Markings are starting to go up for the boat launch but they are not here yet.

Campground Activities & Site Notes:

Halloween weekend coming up on the 6-7.
Costume Dance on the 6th at Pavilion.
7th Activities 1-3 Costume Contest & Pumpkin Contest
Site Decorating.

Budget Adjustments Needed/Budget Look Ahead:

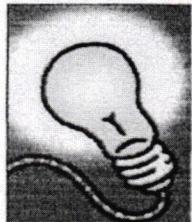
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Upcoming/Needed Maintenance:

would like to send the Bad Boy to be serviced at end of season. Tractor too...

*Attached: Occupancy Reports, Revenue YTD (actual v budget)

Manager Should Keep on Site and Available for Inspection: Maintenance Checklists (3 month, 6 month, annual), Vehicle Inspection Checklist, Playground Inspection Checklist



SMITH ELECTRIC

1065 BOBCAT TRAIL
ALPENA MI, 49707
989-354-2128

#2

ESTIMATE

Rev'd 10-22-23
WB

ESTIMATE FOR:
LONG LAKE PARK
10002 HINKS PARK RD.
ALPENA MI 49707

DATE	INVOICE #
9/13/2023	

JOB:

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	400 AMP SERVICE TO HOOK UP EXISTING WIRES TO STORE AND HOUSE		
TOTAL ESTIMATE			\$2,800

Payment due upon receipt of invoice. A service charge of 1 1/2% will be added to invoices past 30 days

PARKS GENERAL