

BEAVER LAKE PARK COMMITTEE

MEETING MINUTES

Tuesday, May 30, 2023 – 12:30 p.m.

Howard Male Conference Room

Beaver Lake Park Committee Member Bill LaHaie called the Beaver Lake Park Committee meeting to order at 12:30 p.m.

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

COMMITTEE MEMBERS PRESENT: John Kozlowski, Pam Kirchoff (sitting in for Gerald Lucas), Bill LaHaie, and Beaver Lake Park CoManagers Earl & Marcia Martin. Gerald Lucas, excused.

OTHERS PRESENT: County Administrator Mary Catherine Hannah (on the phone), County Maintenance Superintendent Wes Wilder (via telephone, if needed) and County Board Assistant/Parks Recording Secretary Lynn Bunting.

**PARK TOUR UPDATE**

The Committee reviewed all the parks on May 20<sup>th</sup> during a Park Tour and mentioned the following at Beaver Lake Park:

1. Dirt piled by restroom needs to be removed.
2. Doors – Marcia put a maintenance ticket in.
3. Privacy fencing for storage.
4. Cabins on hill, EGLE license good until 2024 for rustic to electric and water.
5. Lock up Kayak, boat
6. Road washing out.
7. Playground near day use needs improvement.

**MANAGER MONTHLY REPORT**

Beaver Lake Park Comanagers Earl & Marcia Martin presented following for discussion:

1. Need boom truck for an electrician to put guidewire on pole as the security light in the park stays on all the time.

**2023 BUDGET**

The Committee reviewed and discussed the following:

1. Pull behind leaf vacuum to attach to current riding mower – Earl reported on the need for a leaf vacuum behind the riding mower and that \$800 would cover it and knows of someone who has one to sell. The Committee discussed and recommended. Moved by Pam Kirchoff and supported by John Kozlowski to approve the below Action Item. Roll call vote was taken: All ayes. Motion carried.

**ACTION ITEM #1: The Committee recommends authorizing the Treasurer to transfer \$500 from the Beaver Lake Parks Ground Maintenance line item #208-757-933 and move to the Beaver Lake Park Power Tools line item #208-757-727.002 and approve the Beaver Lake Park Manager to purchase a pull behind leaf vacuum of \$500 out of the Beaver Lake Park Power Tools line item #208-757-727.002 which will attach to the current riding lawn mower.**

2. Privacy fence discussion and when ready to do managers will bring estimate to the Committee to review/approve and monies will come out of the grounds maintenance line item if needed.

## **PARKS PERFORMANCE REVIEW**

The Committee discussed the first parks performance review before the parks opening. Pam reported that each committee from each park does and then complies with a review of each park. Discussion on revamping current performance review with certain items required by opening day, during season and end of season. Administrator Hannah reported that she is working on a work plan document with weekly, monthly, and annual check lists (Maintenance Checklist) that she has been working on with the park managers on as the maintenance log needs to be up to date and can be viewed when requested and for the managers to maintain the logs. Pam reported a lot of redundancies on the performance forms and should have an opening check list and a during season list. Discussion on start up check list and closing check list. Administrator Hannah informed the Committee that she will work with Lynn and bring an updated revised performance review form before the end of season for review/recommendation/approval.

## **OTHER DISCUSSIONS**

Discussion on Park Surveys. Managers informed the Committee that there are paper surveys in the welcome packet for campers to complete if they wish.

Lynn informed the Committee there is a Beaver Lake Park Youth & Recreation 2024 Grant Presentation on Monday, June 12<sup>th</sup> at 7:30 pm in the Howard Male Conference Room.

Marcia reported that they did not get the Wolverine Grant and said they would donate baskets for events. Marcia informed the Committee that they can apply to the Community Foundation for up to \$2,500 for a Grant to help with projects.

Earl reported that a camper gave a dock in exchange for a seasonal and Marcia reported this was already prior approved and that they have the dock now and can put in as a seasonal for 2023 if alright with the Committee. The Committee reported they want a picture of the dock.

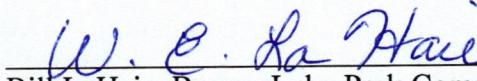
Earl reported that a camper would like a seasonal for 2024 in exchange for a 12x40 concrete slab (1/2 for dance floor and the other 1/2 for searing area with fireplace) and that MacArthur Construction said they would do. The Committee recommended to discuss further.

**\*Next Meeting: Monday, June 26, 2023, at 12:30 p.m. in the Howard Male Conference Room**

## **ADJOURNMENT**

Moved by John Kozlowski and supported by Pam Kirchoff to adjourn the meeting. The meeting was adjourned at 1:26 p.m.

Respectfully Submitted,

  
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Bill LaHaie, Beaver Lake Park Committee Member/Chair