

BEAVER LAKE PARK COMMITTEE  
MEETING MINUTES  
Tuesday, February 21, 2023 – 12:30 p.m.  
Howard Male Conference Room

Parks Commission Chair Pam Kirchoff stepped in as Beaver Lake Park Chair for today and called the meeting to order at 12:30 p.m.

COMMITTEE MEMBERS PRESENT: Gerald Lucas, Bill LaHaie, and Parks Chair Pam Kirchoff. Jeff Kowalski, excused.

OTHERS PRESENT: County Administrator Mary Catherine Hannah, County Board Assistant/Parks Recording Secretary Lynn, and Beaver Lake Park Co-Managers Earl & Marcia Martin.

BEAVER LAKE PARK COMMITTEE CHAIR/POINTPERSON

Parks Chair Pam Kirchoff asked the Committee Members who would want to be BLP Committee Chair/PointPersons. The Committee decided that Gerald Lucas will be BLP Committee Chair and PointPersons Chair with Bill LaHaie as backup.

CAMP HOST APPLICATIONS FOR 2023 CAMPING SEASON

Co-Managers Earl & Marcia Martin presented Camp Host Applications for Chris & Heather Freehling and Mike McCorry (1/2 season paid) for approval. Will need one more Camp Hosts, approved for 3 Camp Hosts (3 Seasonal sites). Will Advertise for Park Camp Hosts for 2023 Camping Season. Moved by Gerald Lucas and supported by Bill LaHaie for the below Action Item. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of the Camp Host Applications of Heather & Chris Freehling and Mike McCorry for the 2023 Camping Season at Beaver Lake Park pending background checks.**

CPR TRAINING FOR PARK MANAGERS, FAIRGROUND MANAGER, AND CAMP HOSTS

County Administrator Hannah reported that one from the hospital and Andy Marceau will run for certification and County HR Jennifer will plan early this spring and can include AED training. Gerald Fournier reported that he would like to also.

CO-MANAGERS MONTHLY REPORT

Chair Kirchoff presented the CoManagers Monthly Report for review and reported on the following:

1. Residence - Windows on order per Earl, still on order from previous windows last year, remaining 6 windows on order placed \$4426 total (2520 window order and 1900 to put in) 3 different size of windows out of the 6 windows.
2. Bucket Update – Earl reported need to reinforce the bottom for more stability will save money \$600 for bucket a couple hundred dollars for reinforcement plates, will look at what he has at the park, Tom Spaulding said he would weld. Pam reported money is in the budget and presented for approval. Moved Gerald Lucas and supported by Bill LaHaie to approve to purchase the new bucket for tractor and materials up to \$750 out of line item #208-757-931 equipment maintenance as presented. Roll call vote. All ayes. Motion carried.

Earl reported that he will purchase a seat for the tractor in the amount of \$334.95 from Don's Tractor out of line item #208-757-931.

Pam reported that Earl called in the meter readings. Earl spoke with Nick at WCU reporting what the cost will be and projects we want and can submit through their committee, they fund up to \$10,000 (Pavilion, sunscreen shades, wind protectors, etc. per Earl)

Discussion on Pavilion project to submit to WCU for an application. Earl will work up the application, project form with quotes for approval. Will need a license for the kitchen in order to cook. If food is brought in and use grill will not need license. Marcia reported when they do events they do get a temporary license permit and follow the protocol per the food guidelines. Marcia and Earl will contact Brian at the Health Department.

Land Purchase Update – Pam reported they are not interested in selling but are looking to purchase more property around the lake.

Earl reported he spoke with TruGreen with combined quotes and has no discount and that TruGreen wants to go to each park on what they want sprayed and was invited to attend a Parks Commission meeting. Spray One does not do anymore. Spoke with another company and wants to touch base with the other two parks and only does monthly spraying and invited to attend a Parks Commission meeting.

Camera Update – Earl reported he did not sign up for online service as it is \$80 a camera and can purchase a sim card and download at a lesser cost. They have the ability to record, can save on laptop and put on flashdrive if need to. Gerald will check at the Road Commission. Earl will post sign.

Discussion on request for time off in August – Earl and Marcia requested time off in August for 3-4 days for their 35<sup>th</sup> Wedding Anniversary. Earl reported dates are not set yet and will let the committee know. Earl gave a background on when one of the other co-managers came over to check on the books and take payments for the park and the camp hosts will oversee the parks but cannot handle money. Pam reported to caution around Labor Day. During 11 years only took time off once and would like a system that they can take off in the future. Mary Catherine reported new management issues be resolved and can be monitored when managers are on vacation.

Carpet prices – Earl presented three quotes to the committee for review and recommendation. Administrator Hannah recommended to put on project list for 2024 and to budget appropriately for it, will need quotes and project forms, and was told to keep a running list for CIP. Start budgeting end of summer.

List of Event for 2023 – Chair Pam presented for approval. Board members are invited or can volunteer. Moved by Bill LaHaie and supported by Gerald Lucas approve the below Action Item as presented. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of the 2023 Events for Beaver Lake Park as presented. This will be sent to the County Insurance representative for review.**

List of Tool/Equipment – Chair Pam presented the tool/equipment list as items on hand provided by the managers.

2023 BUDGET

No budget adjustments needed at this time.



Capital Outlay for BLP – Chair Pam reported \$8,500 for windows and \$5,000 for French Drain Project.

Insect Control with TruGreen budgeted for \$800 for 2023 and will discuss further.

#### PROJECTS

Chair Kirchoff reported she received an email to work with County Parks and what Alpena County does and quotes for launches and will forward to Administrator Hannah.

Youth & Recreation Grant Application for 2024 due May 1, 2023 – Pam presented for discussion and recommendation. Measure deck and swim area, platform more accessible, stairs, ladder to get into water, earl do drawing with all the costs and to present. Discussion on kayak launch station down by beach area. MC reported when priced and submitted for spark grant are ADA compliant and already built includes a while new dock at \$22,000 Kayak launch dock system. Can do beach improvements \$4,500 plus deck system \$5,000 to buy lumber estimated, mobile mat to \$5,000. Will need estimates when write grant MC informed the managers. MC can write up but cannot do the leg work to get the pricing.

Youth & Recreation Grant Agreement for 2023 – Day Use Area for all three parks

Mary Catherine reported wrote grant for all three parks but grant awarded was specifically for Long Lake Park per Youth & Recreation Committee.

#### COUNTY ADMINISTRATOR

1. MDNR Trust Fund Application – and couple others coming up at different levels. Mary Catherine gave a background of each grant.
2. 2023 Seasonal Reservations YTD Report & 2022, 2021 Seasonal Reservation Totals & YTD Reports Mary Catherine presented reports requests and BLP CoManager Marcia provided to her and passed out to committee members. Total numbers of campers for the years. Occupancy reports Marcia will provide. 59 spots plus cabin. Can have up to 50% as seasonal and they do 50% local and 50% not local.

Administrator Hannah recommended to do advertising

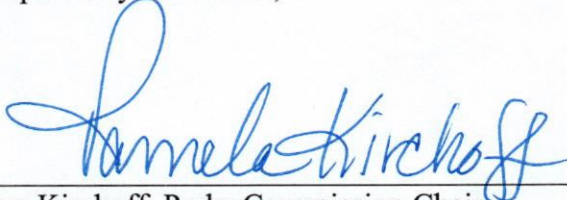
Discussion on Kayak launch installation, approvement to the beach area, etc.

**\*Next Meeting: Monday, March 27, 2023 at 12:30 p.m. in the Howard Male Conference Room**

#### ADJOURNMENT

Moved by Bill LaHaie and supported by Gerald Lucas to adjourn the meeting. The meeting was adjourned at 1:52 p.m.

Respectfully Submitted,



Pam Kirchoff, Parks Commission Chair