

**Sunken Lake Park Committee  
Meeting Minutes  
Wednesday, June 19, 2024 at 1:00 p.m.  
Howard C. Male Conference Room**

The Sunken Lake Park Committee met on, Wednesday, June 19, 2024 at 1:00 p.m. at the Howard C. Male Conference Room.

**Call to Order**

Chair Chuck LeFebvre called the Sunken Lake Park Committee meeting to order at 1:05 p.m.

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

ROLL CALL Chuck LeFebvre, Robin Lalonde, and Dave Guthrie. A quorum being present.

GUESTS: Kevin Osbourne, John Kozlowski, Jesse Osmer, Kurt Pratel, Park CoManagers Earl & Marcia Martin.

Earl Martin gave a one-day report: He went out to the park yesterday. The big garage door and a side door were unlocked, he locked them both. A garbage run was performed, dumpsters are full and will need to be emptied by Friday. One camp host resigned, another is due to leave Friday, leaving one host (Fred). It was expressed that there are multiple cliques causing issues at the park, which will need to be addressed. It was noted that the camper was left unlocked and Earl does not have keys so it is still unlocked. Osbourne has the laptop. Earl will start staying at the park tonight until a new manager is hired.

Moved by LaLonde, seconded by Guthrie that Earl Martin be allowed to stay at the park and oversee the property until a new manager is hired. Furthermore, he is to be paid an additional \$250 every two weeks, with the board reserving the right to revisit the amount should he be at the park for more than two weeks. No discussion. Roll call taken – passed unanimously. Motion carried.

**House Updates**

LeFebvre and Osbourne expressed that we need to check to see if the engineer's report assists in covering any of the work. LaLonde mentioned the former managers had two humidifiers running and felt that this may have played a role in possible mold issues. After discussion it was decided that the money exists for the roof replacement, and we should proceed.

Moved by LaLonde, seconded by Guthrie that the chimney be removed below the roofline with the same contractor replacing the roof in the amount of \$3,200. No discussion. Roll call taken – passed unanimously. Motion carried.

LeFebvre appointed Guthrie and Osbourne to complete the necessary action to complete the above motion.

### **Spark Update with Huron Engineering**

Guthrie gave a report. A survey crew was at the park and surveyed/mapped the park noting where improvements are needed. When it comes to upgrading one of the trails to make it ADA compliant, a neighboring property will be contacted by Osbourne to see if we can transport equipment to the necessary areas. Discussions are being had as to whether to move the trail, they are working with other entities to achieve this task. Preliminary maps were promised in May with final maps in June. To date, preliminary maps have not been received and the company admitted they are behind. Guthrie said that the plans, specifications, and bid documents package is due in September.

Closed session convened at 1:39PM for personnel issues. Closed session ended at 1:xxPM

Roll call coming back into open session at 1:50PM: LeFebvre, LaLonde, and Guthrie. A quorum being present. Guests present before closed session were present when open session convened.

### **Donation of Gravel**

C&S Carriers delivered the gravel. Osbourne expressed the need for a donation certificate to be given to that company. Gravel has been dumped but needs to be distributed. Earl Martin said that he just needs to be told where to utilize it and he can take care of it. Questions arose as to where the donation certificates are located.

### **Managers House, Truck, and Tractor**

Earl Martin will take the SLP truck from the courthouse parking lot and take it back to SLP. Discussion then ensued about the furnace. LaLonde expressed that she'd like to see the electrical work finished before the furnace replaced. LeFebvre shared that in his opinion the furnace is junk, and it should be replaced sooner rather than later. It was decided that the furnace project will be moved to a future meeting's agenda.

### **Solar Farm Campers**

It was discussed we have individuals at the camp who need to be shuffled from time to time. Osmer shared that the former manager left a mapping of this plan with our H.R. Department and that Earl can get a photocopy to take with him to SLP for use in addressing this issue.

No budget adjustments presented.

### **New Manager Applications/Interviews**

Kozlowski shared that there is only one couple in the pool of applicants. The concern is how do we pair individuals up if they did not apply together. Osmer suggested each member submit the names they'd like to interview to the H.R. Department by tonight and that they would set the interviews accordingly. Interviews will be conducted with the top 6 candidates chosen by consensus of the Board on Tuesday, June 25 beginning Noon, at 25-minute intervals.

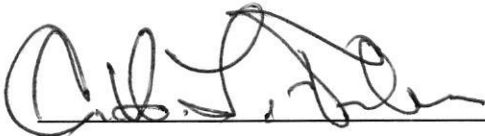
**Other Business**

Earl Martin expressed that there is an outstanding bill for the ice at SLP. Those invoices will be forwarded to the former managers. It was decided that we would supply the vendor with the former manager's contact information. Also, items were left in the house by the former manager – direction was given to Osmer to contact the former manager and get permission to remove items left behind, this is to be done by electronic mail.

**Adjournment**

Moved by Guthrie, seconded by LaLonde to adjourn. Motion carried. Adjourned at 2:35PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chuck LeFebvre', written over a horizontal line.

Chuck LeFebvre, Sunken Lake Committee Member

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\*Next Sunken Lake Park meeting: Wednesday, July 17, 2024 at 1:00 p.m. in the Howard Male Conference Room