

**ALPENA COUNTY PARKS AND RECREATION COMMISSION  
MEETING MINUTES**

Wednesday, July 9, 2025 – 6:00 p.m.  
Howard Male Conference Room

CALL TO ORDER by Chair Brenda Fournier at 6:00 p.m.

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

ROLL CALL: All members present except D. Guthrie, who was excused.

**ADOPTION OF THE AGENDA**

Motion by G. Macarthur, second by M. Rhodes to adopt the agenda as presented. A voice vote was taken, motion carried with unanimous support.

**PUBLIC COMMENT**

Tony Bors from Alpena addressed the Commission with several items of concern at Long Lake Park. He feels the volume in the parking lot from vehicles utilizing the boat launch is not safe for the campers who are also launching their boats. The muck created from the construction of the boat launch has driven swimmers to areas that are not safely marked. He would also like consideration to be given to allow fencing for campers with dogs, as there have been some incidents where fencing prevented crises.

Sherry Bors from Alpena addressed the Commission regarding her concern for the safety of children who are camping utilizing the Day Use beach due to better conditions. Since the Day Use beach is not monitored and can be accessed without using the main entrance, she is concerned about child safety.

**PARK UPDATES & MANNING HILL UPDATE**

1) Beaver Lake Park Manager Earl Martin said things are moving along smoothly. He has been putting picnic tables together and installing solar lights.

2) Long Lake Park Manager Laura Ulch said things are moving along smoothly at their park. There is an increase in volume of boat parking so she has moved some boat parking down by the volleyball courts that is marked. This is for parking boats that are not being used.

3) Sunken Lake Park Manager Austin Barnett listed the various repair projects he has completed around the house and campground. He removed a tree that had fallen on Lot 26, otherwise he said things are moving along smoothly. He asked for instruction regarding a pile of empty white 55 gallon drums located alongside the garage. K. Osbourne recommended having them taken to the fairgrounds to either be sold or disposed of. It was decided that Administrator Osmer will contact the Maintenance Supervisor to take a look at them and determine disposition.



## **CONSENT CALENDAR**

Motion by L. Bray to approve the consent calendar as presented, removing Action Item A, second by K. Osbourne. This will consist of filing the minutes of the following meetings: June 19, 2025 (Long Lake Park Committee Meeting Minutes); June 23, 2025 (Beaver Lake Park Committee Meeting Minutes); and June 25, 2025 (Sunken Lake Park Committee Meeting Minutes). A voice vote was taken, motion carried with unanimous support.

## **TREASURER'S REPORT**

Deputy Treasurer Nadeau presented the monthly treasurer's report and balance sheet through July 31, 2025.

1) Due to Line Item 208-757-801.002, Beaver Lake Merchant Serv Fees now over budget by \$137.44, as a result of insufficient funding during the budget process, Treasurer Cebula is recommending increasing this Line Item by \$1,500.00. This will cover the Line Item through the end of the year. Motion by G. Macarthur, second by D. Ludlow for the Treasurer to transfer the funds as presented above. Roll call vote was taken. AYES: Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Pam Kirchoff, Kevin Osbourne, Michael Rhodes and Brenda Fournier. NAYS: None. Motion carried.

2) Corrective action by the auditors created Line Item 208-760-969.004, Parks General, SLP Y&R Grant & Match to become over budget by \$12,667.00. Treasurer Cebula is recommending transferring from Line Item 208-760-972.026, Parks General, Capout SLP Y&R Grant & Match, \$12,000.00, in addition to also increasing Line Item 208-760-969.004, making the Line Item whole. Motion by K. Osbourne, second by G. Macarthur, to approve budget transfer and increase as presented. Roll call vote was taken. AYES: Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray and Brenda Fournier. NAYS: None. Motion carried.

As requested by the auditors, Treasurer Cebula informed that moving forward, all invoices submitted to the Clerk's office for payment, should have a description of the purchase written onto the invoice. This is in addition to the required expense Line Item written onto the invoice and approving signatures.

## **APPROVAL OF BILLS**

Deputy Treasurer Nadeau presented additional bills that needed to add to the expense report of bills paid during the period of June 11, 2025 through July 11, 2025, which will bring the total of bills paid to \$143,207.27. Motion by K. Osbourne to pay remaining bills as presented by the Treasurer, second by G. Fournier. Roll call vote was taken. AYES: Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow and Brenda Fournier. NAYS: None. Motion carried.



## **INFORMATIONAL**

The June 2025 Monthly Fuel Usage Report was received and filed.

## **SUNKEN LAKE PARK MANAGER WAGE**

Chair Fournier introduced discussion regarding the wage for recently hired Sunken Lake Park Manager Austin Barnett. She would like a motion to pay him the entire manager wage that is typically paid to a couple managing the park. He has accomplished a lot of work at the park usually handled by two people. She also would like to include paying him retroactive for working the prior two weeks. Motion by C. Lefebvre to pay Austin Barnett full manager wage, retroactive to June 23, 2025, as presented, second by K. Osbourne. Roll call vote was taken. AYES: Gerald Fournier, Gerald Macarthur, Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre and Brenda Fournier. NAYS: None. Motion carried.

## **NEW BUSINESS**

1) Vice Chair Osbourne removed the iPad for Sunken Lake Park from the agenda as the park currently does not have internet access. There was Starlink but the cable and equipment quit working. He has received a new system from IT which Austin is going to help him install. This will provide much needed internet access to the manager and campers.

2) Vice Chair Osbourne explained the issue at Beaver Lake Park regarding games located in the recreation center that have been inoperable for several years. For several years the managers have contacted the vendor of the equipment, leaving numerous messages with no response. He is making the motion that the Commission draft a letter to Mr. Scott Bannasch, the co-proprietor of Nautical Lanes in Rogers City, defining steps that need to be taken moving forward. Administrator Osmer will contact the county's legal counsel to draft a letter and also provide advice regarding addressing abandoned property. Motion second by P. Kirchoff. A voice vote was taken, motion carried with unanimous support.

3) Vice Chair Osbourne was approached by Beaver Lake Park managers requesting approval to hold 50/50 raffles at their park. Administrator Osmer said that this Commission would need to submit an application to the Michigan Charitable Gaming Department which takes 4-6 weeks to process. The cost is fairly reasonable, based on dollar value of each raffle and frequency of raffles. Chair Fournier would prefer submitting to the full Board for approval, Administrator Osmer suggested submitting the application first, as there is a possibility it could be denied. Motion by K. Osbourne to submit a Michigan Charitable Gaming application for all three parks, as presented, second by P. Kirchoff. A roll call vote was taken. AYES: Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow and Chuck Lefebvre. NAYS: Gerald Fournier, Gerald Macarthur and Brenda Fournier. Motion carried with unanimous support.

4) Vice Chair Osbourne discussed that he would like to spend up to \$500 to have IT take over the phone system at Long Lake Park. The current monthly billing is \$90 per



month and it has been suggested by IT that if a phone is purchased, the monthly billing can be reduced to \$3 per month. Motion by K. Osbourne to approve purchase of a phone for Long Lake Park, as presented, second by P. Kirchoff. A roll call vote was taken. AYES: Gerald Macarthur, Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier and Brenda Fournier. NAYS: None. Motion carried.

5) Vice Chair Osbourne introduced the draft Long Lake Park Waterfront Lot Lottery Policy, along with a draft corresponding application. He summarized the policy and asked for application comments from the Commission. Administrator Osmer provided some minor changes. Motion by K. Osbourne to adopt the Long Lake Park Waterfront Lot Lottery Policy with amended application, as presented, second by P. Kirchoff. A voice vote was taken, motion carried with unanimous support.

#### **POLICY 2025-09 – LONG LAKE PARK SEASONAL WATERFRONT LOT LOTTERY**

The Long Lake Park seasonal waterfront lot lottery will be held ½ hour prior to the monthly Parks and Recreation Commission meeting in August of each year. Only one application per person/family/address/email will be accepted. Application for the lottery will be posted June 1<sup>st</sup> through August 1<sup>st</sup> each year at each Park's Office and other locations inside the parks. Posting locations will be determined by the Parks' Co-Managers. Managers will collect and present to the Parks Chair or their designee all applications after the close of the application period each year.

Winners ranked choice of lot must be listed on the application form submitted to the Co-Managers. Only one seasonal waterfront lot is available per each winning draw. Seven applicants will be drawn and seven alternates for the seven available lots. The winners will be contacted by email and phone on the day following the lottery drawing.

Failure to reply within 72 hours will result in forfeiture of your requested lot and an alternate will be selected and elevated to the rank of 7<sup>th</sup>. All others will move up one position in the ranking.

6) Long Lake Park Co-Manager Laura Ulch updated the Commission regarding printing of signs for the entrance to the Day Use Park. She has been working with Garants Office Supply who provided a quote of \$34.00 per sign, with four signs totalling \$140.00. Long Lake Park Co-Manager Brian Ulch also updated regarding the junk clean-up of the garage. He contacted the Public Works Department head who will work with him to pick up the junk to be transported for salvage. Funds received when junk is processed at the salvage yard will be deposited to the General Fund.

7) Vice Chair Osbourne discussed the change he would like to make to the Winter Storage Contract Agreement. The rate for winter boat storage is being changed on the Agreement to \$200.00 plus \$5.00 Camp Spot fee. This is not a rate increase, it brings the rate in line with the existing winter camper storage fee. Motion by D. Ludlow to modify the Agreement to accommodate the recommended winter boat storage rate, as presented, second by K. Osbourne. A roll call vote was taken. AYES: Pam Kirchoff, Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur and Brenda Fournier. NAYS: None. Motion carried.



8) D. Ludlow informed the Commission that there have been complaints at Long Lake Park regarding gravel dust from faster moving vehicles. He has recommended the purchase and installation of speed bumps for the park. Long Lake Park Co-Manager Laura Ulch has researched and is asking for approval to purchase the speed bumps for a total of \$459.30. They plan to place one at the Day Use park and the remainder at the busier roadways currently, and possibly purchase more in the future. Motion by G. Macarthur to approve the purchase of speed bumps for Long Lake Park, second by D. Ludlow. A roll call vote was taken. AYES: Kevin Osbourne, Michael Rhodes, Lucille Bray, Dan Ludlow, Chuck Lefebvre, Gerald Fournier, Gerald Macarthur, Pam Kirchoff and Brenda Fournier. NAYS: None. Motion carried.

**\*Next Meeting: Wednesday, August 13, 2025, at 6:00 p.m. in the Howard Male Conference Room**

#### **ADJOURNMENT**

Motion by G. Fournier, second by M. Rhodes to adjourn the meeting. Motion carried. The meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

Lucille Bray, Secretary  
Alpena County Parks Commission

  
Brenda Fournier, Parks Chair