

SUNKEN LAKE PARK COMMITTEE MEETING MINUTES, WEDNESDAY, August 27, 2025,  
4:30 P. M. Howard Male Conference Room

SLP Committee Members in attendance – Chuck Lefebvre, Jerry Macarthur, Dave Guthrie  
Others in attendance – Becky Rivard; Austin Barnett, Park Manager; seasonal camper Sandra

Call to order – The meeting was called to order at 4:30 P. M.

Pledge of Allegiance to the Flag of The United States of America

Roll Call – as listed above

Public Comment – none

Managers Report - attached

Old Business : None

New Business:

1) Spark Grant Update – The request submitted to the DNR for consideration for the use of the remaining grant funds for the paving of the ADA trail, DNR type gates at the intersections of the entrance road and the ADA trail, a concrete slab for the gazebo, concrete slabs for the benches and tables and filling of the campsite lake lots outside of the influence of the lake has been approved. Details relative to additional quotes or bids needed need to be determined.

2) Committee and manager discussed 2025-2026 proposed park upgrades and additions. Committee agreed that the electrical upgrade service to the park campground is the most important upgrade. Other upgrades and additions discussed were a basketball /pickleball court, electrical upgrades to the managers house and the workshop, and improvements to the entrance road to the campground. Committee feels that grants may be available to complete all of or a portion of these improvements. Committee will investigate costs for the above.

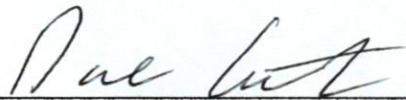
3) After the campground closes committee and manager will begin preliminary survey work within the campground to locate utilities, lot lines, buildings, roads etc. for the purpose of creating an accurate map.

4) Committee has gotten a cost quote from the Industrial Arts Institute ( Moran Iron Works ) for the gates for the ADA trail. The gates were designed by the DNR and built by students of the institute. The gates will be built during the next semester and may not be available until December 2025. Committee will take responsibility for picking up, painting and installing the gates. Since the institute is a non-profit the costs of the gates will only be for the materials needed to build the gates. The four gates will cost of \$3400.

Open to the floor – Seasonal camper Sandra stated that she is very pleased with the efforts of new manager Austin. She expressed her concerns, for safety reasons, that campers were driving electric scooters in the campground at speeds greater than the speed limit. She also expressed her concerns that campers were pulling their boats onto the beach part of the campground. The campground manager will monitor these situations and take action if necessary.

Adjournment – The meeting adjourned at 6:00 P. M.

Next Meeting – Wednesday, September 24, 4:30P. M. Sunken Lake Park



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Dave Guthrie, Committee Point Person

Park: Sunken Lake

Report by: Austin Barnett

Date: 08/26/25



## PARK MANAGER MONTHLY REPORT

### Ongoing Improvements Project(s) Progress:

- Still cleaning up Bear Island (Brush)
- AB: Need to level out ground where Exercise EQUIP. is going
- Need to unload equipment when it gets here
- Raking the sites where it's needed.
- Had to take apart woman's bathroom sink. Pipes full of sand..

### Campground Activities & Site Notes:

Might do some games for the kids this weekend.

- Possible cement pad for Basketball Hoop.

### Budget Adjustments Needed/Budget Look Ahead:

### Upcoming/Needed Maintenance:

- Painting uni-Sex Bathrooms.
- Would like to re-stain swinging benches down by bathhouse.

\*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