



Otsego Lake County Park
Otesgo County Community Center
Libke Fields
Irontone Springs Roadside Park
Wah Wah Soo Beach
Community Dog Park
Pontresina Park
Community Dog Park

**Otsego County Parks and Recreation Commission
Regular Meeting Monday, June 12th, 2023
Approved Minutes**

Call to order at 6:01pm at the Otsego Lake County Park by president Bonny Miller.

Members Present: Bonny Miller, Jack Korte, Judi Jarecki, Troy Huff and Randy Stults.

Members Absent: Scott Courterier, Trevor Burroughs and Justin Wing.

Others Present: Jacob Brown, Keri Swantek, Josh Brannan, Natalie Udell, Sean Udell, Thom Marquardt and Henry Mason.

Approval of Minutes: An error was identified by Jack Korte. Under Commissioner’s comments for Jack Korte it was corrected to “Jack Korte thanked Jacob Brown and Keri Swantek for their all their hard work.” A motion was made by Troy Huff and seconded by Judi Jarecki to approve the May 8, 2023 minutes as amended. Motion carried.

Presentation: Sean Udell asked to design and build a dog agility course at the dog park for an Eagle Scout project. Randy Stults advised Sean Udell to coordinate with Jacob Brown about designing this. A motion was made by Troy Huff and seconded by Randy Stults to allow Sean Udell to move forward with this project working with Jacob Brown. Motion carried.

Trevor Burroughs arrived at 6:05pm.

Justin Wing and Scott Courterier arrived at 6:07pm.

Bills: A motion was made by Justin Wing and seconded by Troy Huff to approve the bills dated 4/27/23 – 6/1/23 in the amount of \$45,534.49. Jack Korte abstained from this motion. Motion carried.

Jacob Brown introduced Josh Brannan, the new Lead Ranger.

Jacob Brown said as of today the Louis M. Groen Nature Preserve is no longer part of the parks and recreation department. Jacob Brown said it is a separate department and Roger Latuszek is the director of the department.

Budget Reports: Jacob Brown discussed the budget reports from May for the County Parks and the Community Center.

Old Business:



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- 1. Utility Vehicle:** Jacob Brown presented two estimates for a new utility vehicle from John Deere for \$29,211.00 and M-32 Enterprises for \$28,695.00. Justin Wing asked for a minimum warranty be added to the specifications. Trevor Burroughs asked Jacob Brown to clarify a warranty for a commercial vehicle. A motion was made by Randy Stults and seconded by Scott Courterier to allow Jacob Brown, Josh Brannan and Thom Marquardt to move forward with the proposed budget amendment and bid process, depending on approval from the budget and finance committee. Motion carried.
- 2. Community Center Roof:** Jacob Brown said Story Roofing provided a quote for repairs. Justin Wing asked to hire a general contractor for the project. Scott Courterier asked if an engineering company should be brought in to facilitate the project and prepare a request for proposals and have it ready for the special meeting on June 25th 2023. A motion was made by Randy Stults and seconded by Troy Huff to form a sub-committee consisting of Scott Courterier, Justin Wing, Bonny Miller and Jacob Brown to draft a request for proposals. The motion was amended by Randy Stults and seconded by Troy Huff to have Scott Courterier as the chairperson of the sub-committee. Both motions carried. Bonny Miller called a special meeting to on Monday, June 26th at 6:00pm at the Otsego County Community Center.
- 3. Sparks Grant:** Thom Marquardt discussed the grant and said he will be submitted it soon.
- 4. Campsite Improvements:** Bonny Miller presented a proposal from Wade Trim for \$18,000.00 to facilitate the project for improving surface water control on 30 campsites. Jacob Brown said they are waiting for another estimate.
- 5. Fireworks:** Jacob Brown said the Otsego Lake Association wants to use their funding towards the preserving Otsego Lake. Jacob Brown said the Otsego Lake Association wants to partner with other entities to fund the fireworks in the future. The board members said they are still willing to continue support as in the past but do not have the resources to fund fireworks. The board members asked Jacob Brown to tell the Otsego Lake Association to contact other groups to assist with funding.

At 8:00pm Bonny Miller left the meeting and Jack Korte took over. A motion was made by Jack Korte and seconded by Justin Wing to continue with the meeting.

New Business:

- 1. Community Center Lease:** Randy Stults said the lease expires December 2023. Randy Stults asked the members to read the property deed and the lease agreement and determine if funding is available for improvements to the property. Some of the members wondered if the City of Gaylord is willing to sell the property to Otsego County. Trevor Burroughs said he will meet with Matt Barresi and the City of Gaylord.
- 2. Gaylord Basketball Camps Request:** Jacob Brown said Kelly Parker requested using the Community Center in July for Girls basketball camps. The board members asked who the entity is and a copy of insurance needs to be provided. This will be discussed at the special meeting on June 26th 2023 if additional information is provided.



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- 3. Lacrosse Clinic Request:** The application for a Special Event Permit for Petoskey Lacrosse Club was reviewed and additional information is necessary. This will be on the agenda for the June 26th Special Meeting.

Project and Director Updates: Jacob Brown said the old signs from Irontone Springs have been removed and the parking lots lines have been painted. Jacob Brown said the pavilion rentals have been busy and the bridge will need to be repaired soon.

Jacob Brown said 2 trees were removed from Libke Fields and additional sprinklers will need to be installed because one of the fields does not have a lot of sprinklers.

Jacob Brown said a new sign has been ordered for the dog park to replace the sign that was vandalized.

Jacob Brown said an adult basketball league and open gym will be available at the Community Center during the summer months if staffing allows. Jacob Brown said maintenance to the gym floor such as resealing and sanding will be an annual expense.

Jacob Brown said a tree was cut down and the stump removed at Wah Soo and 1 additional tree still needs to be removed.

Jacob Brown said the Splash-In went well and it was the busiest year. Jacob Brown said 10 new fire rings have been installed. Jacob Brown said the split rail fence has been delivered. Jacob Brown received an estimate of \$300.00 per site from Johnston Landscaping to level edge the blacktop along 30 campsites with Afton stone along the road edges. Justin Wing asked for an estimate per foot as opposed to per campsite. Jacob Brown said \$3,600.00 is budgeted for the beach erosion. Jacob Brown said he recommended a sea wall or large rocks and natural vegetation. Jacob Brown said there were some electrical issues on sites 56-60 that have been repaired. Jacob Brown said the electrical line from the shed to the standard cabins was damaged due to some fence being installed and was repaired/replaced. Jacob Brown said the some of the flooring in the ranger station will be replaced as well as some sub floor and a new toilet in the restroom of the ranger station.

Commissioner Comments:

Justin Wing asked when Wah Wah Soo was opened. Justin Wing asked about the campsite improvement project.

The meeting was adjourned at 8:59pm.

Attachments as part of these minutes:

- Proposed minutes from the previous meeting.
- Bills dated 4/27/23 – 6/1/23 in the amount of \$45,534.49.
- Budget Reports from May for the Community Center and the County Parks.
- Community Center Lease Agreement
- Gaylord Basketball Camp Special Event Permit Application
- Petoskey Lacrosse Club Special Event Permit Application.

Keri Swantek, Recording Secretary



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Randy Stults, Secretary