



Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center
These are the minutes from the regularly scheduled meeting of the Otsego County Parks and Recreation Commission held on April 14th, 2014.

Meeting called to order at 5:59pm

Members Present: Pete Awrey, Bonny Miller, Butch Fleming, Abe Cruz, Tom Johnson, Randy Stults, Scott Courterier, Dave Baragrey and Doug Johnson.

Members Absent: Bill Holewinski

Others Present: Mike Tarbutton, Erma Backenstose and Keri Swantek

Consent Agenda: Motion by Doug Johnson to approve the proposed minutes from the March 10th meeting. Second by Butch Fleming. Motion carried.

Public Comments: None

Budget: Bonny Miller provided the board with prices for the camping cabins at the County Park from Cedar Creek Storage Barns in Manton. The prices provided by this company are based on cabins with different dimensions that were indicated in the blue prints. The price for a 12x20 cabin with a loft is \$7,544.00 per structure. The price for a 10x20 cabin is \$6,745.00 per structure. This cost includes insulation and the delivery fee and two additional windows in each structure. The electricity will be installed as the cabins are being constructed. A 12x20 cabin was suggested to allow more space between the beds inside the cabins. A 12 foot width would allow 3 feet space between the beds. R. Stults stated a building permit and inspection will be required. Tarbutton stated that \$18,000.00 is budgeted for the cabins. B. Miller stated a ladder that will lead to the loft will be a permanent structure and unable to be moved. The loft will include a guard rail. B. Miller stated the company estimated 2 – 3 weeks is required for construction. Mike Tarbutton stated that additional costs include gravel for the sites, beds, bed frames, a small table, a window covering and the cost of connecting the electricity to a pedestal outside the structure. Tarbutton stated that Arnie Quay could complete ground preparations with the tractor. Randy Stults asked if purchasing these cabins without out bids is allowed by the County Purchasing Policy. A motion was made by Scott Courterier to reject the 3 bids for the cabins that were presented at the March 10th meeting. Second by Randy Stults. Motion passed by voice consent. A motion was made by Abe Cruz to purchase 2 – 12x20 cabins with electricity at a cost of \$7,544.00 per structure with the contingency that the Parks and Recreation Board receives a waiver from the Finance Committee for the purchasing policy of the county. Second by Tom Johnson. Motion carried. Tom Johnson suggested to the members to stay within the \$18,000.00 budgeted for the cabins. Tarbutton stated the cabins are designed to hold one family per structure. A site next to the cabins will be provided for a tent for immediate family members to use if necessary. Tom Johnson suggested possibly purchasing a cot for the cabins instead of a bed. Members discussed various options for the beds. Further discussion on the types of beds was tabled until the next meeting.



Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center Gym Floor – Tarbutton informed the board that the engineer representing Kuhn Floorings came to the center and performed a moisture reading to on the west end of the floor. M. Tarbutton stated on May 14th half of the area under the west end basket will be removed in an attempt to see if the source of the leak can be determined. Tarbutton reported that they insurance company will cover the costs associated with removing the gym floor. However, what additional costs that will be covered by insurance have not been determined. Tarbutton stated the gym floor is 9 foot below grade and will most likely have to be replaced. Tarbutton stated that if a new floor is required and the cost would not be covered by insurance, the funds are available in the company revenue. The cost is approximately \$70,000.00 to replace the gym floor. The engineer stated that a vapor system would need to be installed if the floor is replaced. R. Stults stated that additional costs could come from repairs to fix the moisture problem. S. Courterier suggested removing half of the damaged area and if the problem is not identified then fix the damaged area that was removed. Tarbutton asked to have some of the board members present on May 14th to assist him with determining how much of the gym floor needs to be removed. Tom Johnson, Bonny Miller and Scott Courterier offered to assist Tarbutton. Dave Baragrey asked Mike Tarbutton or Keri Swantek to email a schedule of when this project will begin to the board members. Tarbutton reported that in the 5 year millage, a rainy day fund is available and these funds may possibly go towards the cost of this project. Tarbutton asked the board if they wanted to change the date of the next meeting from May 12th to another date to allow time for the gym floor removal to be completed. A motion was made by Tom Johnson, second by Pete Awrey to have the next meeting on Thursday May 15th at 6:00pm at the Otsego County Community Center. Motion carried. Other issues under the budget that were discussed included improvements to the tennis courts and the parking area located outside the handicap entrance as well as increasing the electricity to a section of the campground. The members asked Tarbutton to wait on the tennis courts and the parking lot depending on the outcome of the gym floor. Tarbutton will have an electrician come to the park and determine a cost of increasing the electricity from 60 amps to 160 – 200 amps in a section of the campground.

Bills: Approved to go to finance for payment.

Old Business: Tarbutton provided the members with a copy of the new lease agreement with the City of Gaylord regarding the property outside the Community Center. Tarbutton reported this agreement was approved by the Board of Commissioners.

Louis M. Groen Nature Preserve: Tarbutton informed the board that the current security system provided by Maximum Security is under a 3 year contract and they will continue to provide services. Tarbutton stated the other motion activated cameras were purchased for security purposes but those cameras will remain on the property to take pictures of wildlife. John Burt informed the Groen Board that if the alarm system goes off, Roger Latuszek will respond however, he will not confront any individuals and law enforcement will be contacted. Randy Stults said that Roger Latuszek needs to be provided with written instructions on how to respond in the event the alarm system is activated. Tarbutton will create a policy. Tarbutton reported that the Montmorency County Conservancy put some



Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center blue bird houses along the fence near the entrance at no cost to the department. Tarbutton reported the attendance is down approximately 50% from last year which is likely due to the cold weather.

Libke Fields: The fence along the east side of the softball fields needs to be finished as well. This will cost approximately \$1,200.00 - \$1,500.00. Tarbutton stated that the fields were appraised at \$29,000.00 and that the transfer of the property would likely take place at the end of the year. This transfer would put the property under the jurisdiction and maintenance of Otsego County Parks and Recreation.

Irontone Springs: Stuckman Tree Service still needs to removal some additional trees and stumps which could not be removed in the fall due to poor weather conditions. The contract with StuckmanTree Service is \$1,800.00 and the department has not been billed yet.

Wah Wah Soo: Tarbutton stated he will contact the road commission regarding the removal of a tree along the guard rail.

Community Center: Tarbutton stated that Laura Hansmann has been informed that the tennis courts may not be available due to gym floor repair/replacement. They have still scheduled their youth tennis program which will take place on Tuesdays and Thursdays from May 13th – May 29th. Scott Courterier reported that he had seen a flyer from the program and that the scheduled start time of 3:30pm doesn't allow sufficient time for students from surrounding schools to attend. Tarbutton will inform Hansmann that this was discussed. Tarbutton stated that the basketball camp coordinators were informed that the center may not be available this summer. The summer day camp will not be affected and will operate from either the County Park or the Louis M. Groen Nature Preserve if the Community Center is not available. If the Community Center is operational in the summer, it will be opened two days a week for open gym and manned by K. Swantek.

County Park: Tarbutton stated that he has hired one seasonal employee and there is still one position available. Also that Charlie Lovelace and Robert Webster will start work on April 16th (weather permitting). Arnie Quay has contacted the Work Camp to assist with the clean-up of the park. The clean-up week will begin on April 28th, 2014 and the free days will be May 2nd and 3rd. Tarbutton stated the Wolverine Fireworks Company will again provide the fireworks display this year. Reservations are full for July 4th weekend.

New Business: Tarbutton informed the board that John Burt stated it is the intent that the alternate representative from the County Board of Commissioners can vote on issues introduced to the Parks Board. R. Stults stated that the bylaws and the state statutes would need to be modified to include a vote by an alternate representative. Tarbutton informed the board that he has moved his retirement date to December 1st 2014. A donation request was received for the Senior All Night Party. Motion by Tom Johnson, second by Pete Awrey to donate 4 nights free camping at the county park for the 2014 season. This excludes prime weekends.



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Commissioner Comments: Tom Johnson apologized to the members for not being able to attend the last 4 meetings. Bonny Miller wanted to be informed when she could order the camping cabins. Erma Backenstose was present at the meeting to learn more about current status of the gym floor.

Next Meeting is Thursday May 15th at 6:00pm at the Otsego County Community Center.

Motion to adjourn by Pete Awrey, second by Scott Courterier. Motion carried.

Meeting was adjourned at 7:35pm.

Keri Swantek
Recording Secretary