



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 June 9th, 2014.

Meeting was called to order at 6:00pm.

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

Members Absent: Abel Cruz

Others Present: Mike Tarbutton, Arnie Quay, Keri Swantek and Quade Adams. Quade Adams visited a portion of the meeting to earn his Boy Scouts Citizenship Community Badge.

Consent Agenda: Motion by Doug Johnson, second by Pete Awrey to approve the proposed minutes from the May 15th meeting. Motion passed by voice consent.

Louis M. Groen Nature Preserve: Tarbutton informed the board that the Smile for the Miles Race will be held on Friday July 4th. Tarbutton stated that some of the wording was changed on the registration form as well as on the race website to indicate that the proceeds from the race are going to stay with the Groen Preserve educational class fund which goes towards presentations for 8th grade students. D. Baragrey asked if the Groen Board was okay with the race. Tarbutton stated that the Groen Board asked to have the wording changed indicating what the race proceeds benefit. Motion by S. Courterier, second by B. Miller to approve the special permit application for the race. Motion passed by voice consent. Mike Tarbutton provided the members with a copy of a drawing of a proposed 4 inch plastic natural gas distribution line from M-32 to Gingell Road. Mike Tarbutton said this line would go through a portion of the preserve property and that John Burt is in contact with the lawyers for the Groen Property. S. Courterier asked if there is an existing pipe line on the property. Tarbutton said he was not sure. Tarbutton said that John Burt wanted to know the board's feelings on this issue. D. Baragrey asked if this pipeline would interfere with any activities. Tarbutton - No. Randy Stults asked which gas company proposed this. Tarbutton said it was Presque Isle Electric and Gas Co-op. Dave Baragrey asked if John Burt needed a motion from the board. Tarbutton said he didn't think it was necessary. Some members asked about royalties being paid to the property. Mike Tarbutton said he would get some more information from John Burt. Randy Stults asked how deep the gas line would be. Butch Fleming said they are normally 3 feet deep. Tarbutton reported that a meeting with the Groen Board will take place on July 23rd at 10:30am at the preserve. Mike Tarbutton, John Burt and Patricia Osborn will be present.

Budget

Gym Floor: Tarbutton gave the members a review of what has taken place since May 15th. John Gianino took a portion of the cement. John Ernst dug approximately two feet down and found dry sand and gravel. Tarbutton contacted the Otsego County Conservation District and MSU Extension and they do not perform moisture tests. John Gianino came and refilled the hole. Tarbutton reported that engineer John Ernst feels the moisture is just there. Ernst noticed several cracks on the tennis courts that go along the outside wall of the Community Center. Ernst suggested patching the cracks. B. Fleming asked how far the cracks are from the main wall. Tarbutton said there are cracks throughout the tennis courts. D. Baragrey said the tennis courts are approximately 15 – 20 feet away from the gym floor. D. Johnson said the northwest corner of the tennis courts needs to be fixed. T. Johnson asked if any other companies



Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center were contacted about fixing the floor. Tarbutton said he tried to contact Jeff Shoff from Design One and he did not meet us at the times that were scheduled. Tarbutton stated that the bid of \$7,914.00 for gym floor repair and recoat was sent by Kuhn Specialty Flooring but it is also a bid from Olmstead Construction. This bid also includes seal coating the entire gym floor with two coats of sealant. Tarbutton said that depending on the time frame for the floor to be fixed he would ask Olmstead Construction to apply the sealant to the area being repaired and come back in August to apply the rest of the sealant. Motion by Doug Johnson to repair and recoat the gym floor at a cost of \$7,914.00. S. Courterier asked if bids were required for this project. Tarbutton said he has spoken with John Burt and that bids were not required and that Burt considered this a ~~specialty person~~ [special person] and that he could present this motion to the Otsego County Board of Commissioners. The motion to repair and recoat the gym floor was seconded by Tom Johnson. This motion was passed by voice consent. S. Courterier asked when Olmstead Construction could begin this project. Mike Tarbutton and Arnie Quay said he could come the week of June 16th. Boy Scout Quade Adams informed the board that he was required to take comments on an issue that was discussed and he wrote about the possible damage to the tennis courts. He asked the board for two signatures to confirm that he attended the meeting. Dave Baragrey and Keri Swantek signed the form. Several members thanked him for attending.

Cabins: Tarbutton gave the board a tour of the cabins. Bonny Miller stated that the vent window was not installed in the loft because it could not go with the current insulation. Miller said a vent could still be installed and that Cedar Creek Storage could install it. Miller said the anchor bolts were not installed during delivery but that Cedar Creek Storage can come back and install them. Miller said we were not charged for the anchor bolts or the vent window on the original invoice. Tarbutton said a futon mattress could go on the loft area or the area could be used for storage. Mike Tarbutton and Arnie Quay said the support beams inside the cabin were loose. Tarbutton said an electrical outlet was not installed on the outside of the cabin but Chuck's Electric installed an outlet on the outside. Tarbutton said a hold had been placed on an electrical bill for \$800.00 for the cabins. Tarbutton asked B. Miller why the electric bill was \$800.00 instead of the original amount of \$250.00. Miller stated the bill was higher because the rough electrical inspection took place in Manton. Quay said the final electrical inspection will take place on June 10th. Tom Johnson said that a vent window should be installed in the loft. D. Baragrey asked if the support beams on the loft are tall enough to prevent someone from falling with a mattress in place. R. Stults said the cabins need to be anchored.

Furniture for the Cabins: Tarbutton showed the members pictures of the proposed furniture for the cabins which included purchasing a cedar head board for a full size bed and a cedar twin bunk bed for each cabin. The bunk bed frames are \$559.00 each. A full head board is \$229.00 each. A separate metal bed frame will be purchased and the head board will be attached when they come in. S. Courterier asked what the budget for the cabins is. Tarbutton said we have \$18,000.00 available. Randy Stults asked how much was left.

Cost of two cabins: \$13,780.00

Gravel: \$300.00

Electricity: \$800.00

Sand: \$250.00

Anchors: \$200.00

Vent Windows: \$600.00 approximately

Fire pits: \$250.00

Tarbutton said the repairs to the gym floor could be paid from Repair and Maintenance 208 752726050.



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Mike Tarbutton said the board may need to access the fund balance to help cover the repair and maintenance line item. Tarbutton said there is money in the budget to cover the cost of the cabins. D. Baragrey asked if revenue was budgeted for the cabins. Tarbutton said that under the cabin rental fee line item there was no money budgeted and that we have taken in \$990.00 dollars currently. T. Johnson asked how much was in the fund balance. Tarbutton said \$129,000.00. T. Johnson asked for an approximate cost to furnish the cabins. Tarbutton said \$1,500.00 per cabin. Arnie Quay showed the members some flooring samples. Butch Fleming and Randy Stults were concerned about the cabins being so close to the sand and the potential damage. The members decided to hold off on purchasing any flooring. Motion by Tom Johnson to spend up the budgeted amount plus an additional \$2,000.00 to furnish and finish the cabins as discussed. The motion was seconded by Butch Fleming. Motion was passed by voice consent. Mike Tarbutton informed the board that our first cabin renter paid the security deposit with his credit card. Keri Swantek talked with Paula Duff from the Treasury Department and if a security deposit is paid as a separate transaction from the cabin rental fee with a credit or debit card, the transaction is not approved. If the renter is eligible to receive the security deposit back we can have the transaction voided and the renter would only be charged a service fee of \$1.50. S. Courterier asked that we inform renters that they will be charged the service fee. Tom Johnson asked about adding some type of support to the beams. Tarbutton said he would ask the person(s) installing the vent window if some type wood support could be installed.

Tarbutton reported that the department received the following grants:

- \$500.00 from United Way for the Summer Day Camp
- \$1,652.50 from MMRMA to cover half of the cost of 25 new fire rings

Tarbutton reported that the rings are on order and that the department will pay the full cost of the fire rings which is \$3,125.00 and MMRMA will send us a check for \$1,652.50 when we send them a receipt.

Wah Wah Soo: Mike Tarbutton and Arnie Quay met the new home owners. The new owners had the property surveyed and they said the line goes down to the concrete sea wall and approximately two feet inside the wall. The owners also said that their survey showed that the first owners of the property, which Tarbutton believed to be the Otsego County Conservation District, Huron Pines and the Otsego County Buildings and Grounds Department, that the survey showed that the home owners have an easement granted to them. Tarbutton said the new owner said she would send him a copy of the survey. Scott Courterier said the easement should be in the county's records. Randy Stults asked about the water level. Bill Holewinski said they have been monitoring the water levels. The buoys are in.

Bills: Approved to go to Finance for payment

Public Comments: Mike Tarbutton said he received an email from Melinda Hamilton regarding proposing no smoking in playgrounds. Tarbutton advised her to contact city manager Joe Duff and try to make this a unified act covering playgrounds in the area. Dave Baragrey presented special event permit applications for the Mark Mellon Triathlon, and the Department of Human Services Foster Care 5k event. The Mark Mellon Triathlon will take place on Saturday June 21st. R. Stults asked if we have any additional costs or if the park staff provides any services. Tarbutton said the park staff assists with parking. Arnie Quay said Dan Smith will be paying \$500.00 for vehicles coming in for this event and use of the park. Motion to approve by Tom Johnson, second by Bill Holewinski. Motion carried by voice consent.

The DHS event will take place on June 14th. Motion to approve by Tom Johnson, second by Scott Courterier. Motion passed by voice consent. Mike Tarbutton stated that he did not have a special permit



Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center application for the fireworks yet because of the water levels. Tarbutton said that Dave Duffield came and looked at the shooting location for the fireworks and deemed it currently unsafe due to high water levels. The fireworks committee suggested putting a barge and in the lake and shooting from there. Motion by Randy Stults, second by Scott Courterier to approve the fireworks display with the stipulation that it is approved by Dave Duffield. Motion carried by voice consent.

Community Center: Motion by Bonny Miller, second by Butch Fleming to do the due diligence on all outside cracks on the tennis courts and establish some preventative measures inside the boiler room such as sump pumps or crocks and other areas that are recommended. Motion passed by verbal consent.

County Park: Tarbutton said we are approximately \$6,000.00 dollars ahead of last year at this time and the park was full for Memorial Day Weekend and for the Sea Plane Splash-in.

Libke Fields: Tarbutton said that the access areas to the park need to be fixed and the cap needs to be put on the fence. Randy Stults suggested placing snow fence along the access areas in the fall.

Irontone Springs: Arnie Quay will meet with Stuckman's Tree Service on June 10th regarding the remainder of the tree removal.

Commissioner Comments: Randy Stults noticed an issue under 208 Current Real Property Tax. The balance is approximately \$17,292.00 and he asked if this amount is tax dollars that we will not be receiving. Tarbutton was not sure but he said he will talk with Diann Axford from the Treasury Department. Tom Johnson asked where Great Northern Furniture is located. Tarbutton and Swantek said it was furniture from Comfort Center. Mike Tarbutton told the board that John Burt may be forming a hiring committee for his position in the coming months. Tarbutton felt that Arnie Quay is ready to operate the parks and suggested possibly hiring another individual for the Groen Property but that the final decision was up to John Burt. Dave Baragrey suggested naming one of the cabins after Chad Dutcher. Randy Stults wanted to make sure Chad was in favor of this. Tarbutton reported he will be on vacation from July 7th - July 21st and told the board they could move the meeting to July 21st or keep it on July 14th and have Arnie Quay run the meeting. The members wanted to keep the meeting on July 14th.

Next Meeting: is July 14th at 6:00pm at the Otsego Lake County Park.

No other business was presented and the meeting was adjourned at 7:20pm.

Keri Swantek
Recording Secretary



**Louis M. Groen Nature Preserve Otsego Lake County Park Irontone Springs Wah Wah Soo Libke Fields Community Center
Call To Order**

Roll Call

Members Present

Members Absent

Others Present

Consent Agenda: Approval of Previous Minutes

Public Comments: Letter from the Department of Human Services

Budget: Cost to increase the electricity at some of the campsites
Additional furniture purchased for cabins

Bills

Old Business: Naming one of the cabins after Chad Dutcher

Community Center: Gym Floor has been repaired. Summer Day Camp starts July 14th. Approximately 35 kids registered. 2 more weeks of basketball camps in July.

Louis M. Groen Nature Preserve: Smile through the Miles race had 100 participants pre-registered.

County Park: July 4th weekend was full. Fireworks show went well. Cabin use continues to be busy.

Wah Wah Soo:

Libke Fields:

Irontone Springs:

New Business: Randy Stults resigned his position from the planning commission on