



Louis M. Groen Nature Preserve  
Irontone Springs  
Libke Field  
Pontresina Park

Otsego Lake County Park  
Wah Wah Soo  
Community Center

**Minutes Regular Meeting  
Otsego County Parks and Recreation Commission  
October 8<sup>th</sup>, 2018**

Called to order at 6:00 pm.

**Members Present:** Randy Stults, Bonny Miller, Scott Courterier, Doug Johnson, Abe Cruz, Justin Wing, Judy Jarecki, Dave Baragrey and Doug Johnson.

**Members Absent:** Kelli Parker and Bill Holewinski.

**Others Present:** Kyle Ryan and Roger Latuszek.

**Approval of Previous Minutes:** Motion by Doug Johnson with second from Scott Courterier to approved the minutes of the September 20, 2018 regular meeting. The motion passed.

**Public Comment:** None

**Bills:** Motion by Scott Courterier to approved the bills dated 9/8/18 - 10/4/18 in the amount of \$18,579.80. Second by Abe Cruz. The motion carried.

**Financial Reports:** The members discussed the financial reports from September for the County Parks, the Community Center and the Groen Preserve.

**Director's Update:**

- Kyle Ryan said construction started on both projects at the Campground.
- Kyle Ryan said everything is disconnected at the Ranger Station.
- Kyle Ryan said the new foundation for the Ranger Station is ready to go.
- Kyle Ryan said BEAR Basketball started this weekend.
- Kyle Ryan said the Halloween Weekends were both successful.
- Kyle Ryan said the Groen Foundation meeting went well.
- Kyle Ryan the advertisements for the driveway bid at the Groen Preserve will be in the Herald Times on Tuesday October 9<sup>th</sup> 2018.

**Old Business**

- A. New Full-Time Position:** Kyle Ryan stated the pay scale for this new position would be a level 2 and the job description is the current job description for the Groen Trail Ranger and the Assistant Community Center Monitor. A motion was made by Bonny Miller to approve the new full-time position to be shared between the Community Center and the Groen Preserve. This motion was seconded by Randy Stults. Motion carried.

**New Business:**

- A. Don Sklarzyk Lease at Groen:** Roger Latuszek said that Don Sklarzyk has sixty acres for harvesting corn and hay. The lease will expire December 31<sup>st</sup> 2018. Kyle Ryan presented the



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lease for a two year renewal. A motion was made by Randy Stults and seconded by Scott Courterier to renew the 2 year agreement and tell Don Sklarzyk to live up to the terms of the agreement and the Parks and Recreation Commission expects to have a master plan in place for the Groen Preserve in two years and that farming may not be included in the plan. Motion carried.

- B. Shed at the Dog Park:** Kyle Ryan said we don't have a use for the shed at the Dog Park. Mellissa Fitzgerald, Animal Control Director, approached Kyle Ryan and asked if they could take the shed and move it somewhere else. Kyle Ryan said they don't have a use for the shed. A motion was made by Abe Cruz and seconded by Scott Couterier that the shed at the Dog Park be transferred to Animal Control for their use and that Animal Control will move the shed. Motion carried.
- C. November Meeting Date:** Kyle Ryan stated that public bid opening for the driveway project is scheduled for November 7<sup>th</sup> 2018 and that the date for the Otsego County Parks and Recreation Commission meeting will need to be changed in order to vote to accept a bid. A motion was made by Doug Johnson and seconded by Bonny Miller to move the meeting date to Thursday November 8<sup>th</sup> 2018 at 6:00pm. Motion passed.

-Roger Latuszek said there are bids out to have a new pavilion built at the Groen Preserve where the items from Antique Alley can be put under. A motion was made by Justin Wing to solicit bids for engineering or architect to draw up plans for bids for a pavilion at the Groen Preserve that will be 28 x 60 feet with a 10 foot ceiling. This motion was seconded by Randy Stults. Motion carried.

-Roger Latuszek said the repairs of the windmill will not be started this year and will start in the spring.

-Kyle Ryan said that the property owners near Wah Wah Soo are storing their dock and boat hoist on county property. The Parks Commission asked Kyle Ryan to write the property owners a letter to have them move the dock and boat hoist by October 28<sup>th</sup> 2018.

**Commissioner Comments:** Justin Wing asked for clarification on the deposit paid to Northern Michigan Engineering that was on the bill list.

The next meeting is Thursday November 8<sup>th</sup> at 6:00pm at the Otsego County Building, room 100.

**Attachments as part of this meeting:**

- Bills from 9/8/18 – 10/4/18 in the amount of \$18,579.80.
- Financial reports from September for the County Parks, the Community Center and the Groen Preserve.
- Job description for a Trail Ranger at the Groen Preserve.
- Job description for an Assistant Community Center Monitor.
- Lease with Don Sklarzyk at the Groen Preserve.



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A motion was made by Randy Stults and seconded by Scott Couterier to adjourn the meeting. The meeting was adjourned at 7:37 pm.

Keri Swantek, Recording Secretary

Randy Stults, Secretary