



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

Otsego Lake County Park
Wah Wah Soo
Community Center

Minutes
Otsego County Parks and Recreation Commission
Regular Meeting March 16th 2020

Called to order at 5:58pm.

Members Present: Dave Baragrey, Scott Courterier, Abe Cruz, Randy Stults and Bill Holewinski.

Members Absent: Judy Jarecki, Justin Wing, Doug Johnson and Bonny Miller.

Others Present: Rachel Frisch, Arnie Quay, Roger Latuszek and Keri Swantek.

Approval of the Previous Minutes: A motion was made Scott Courterier and seconded by Bill Holewinski to accept the minutes from the February 24th 2020 with corrections stated by Scott Courterier and Randy Stults. The corrections included: under Members Present Bill Holewinski, Dave Baragrey, Scott Courterier, Abe Cruz, Justin Wing and Doug Johnson [and Bonny Miller].

Under Approval of Previous Minutes: [A motion was made by Abe Cruz and seconded by Bill Holewinski to approve the minutes as presented for the January 13th, 2020 meeting].

Under Administrators update: Roger Latuszek said he is has received some costs about doing some advertising with Eagle 1015 radio.

Under Old Business: Arnie brought in two ~~sample~~ samples of flooring provided by Kuhn Specialty Flooring. Motion carried.

Public Comment: None.

Bills: A motion to approve the bills dated February 19th – March 8th 2020 in the amount of \$4,841.27 was made by Scott Courterier and seconded by Bill Holewinski. Motion carried.

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

Administrator's Update:

- Rachel Frisch said they have received approximately 15 applications for the director's position. Rachel said they plan to interview a small group of candidates soon.

Old Business: None.

New Business:

- A. Community Center Update:** Rachel Frisch thanked the parks commission members for closing the Community Center as a preventable measure with the COVID - 19 virus.
- B. Groen Budget Amendment:** Rachel Frisch informed the board members that a new sign for the museum and education center for \$1,700.00 and siding for the barn for \$1,700.00. Rachel said the Groen Foundation Board Members approved these costs.



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- C. Groen Equipment Bids:** The public opening for 4 equipment items took place on March 13th. The equipment items were a lawnmower, a snow blower, a no-til seeder and a field cultivator. Three bids were opened during the public opening. Rachel Frisch said a 4th bid accidentally went to the wrong office but was turned in on time. This bid was opening during the meeting. The bids were from Lappans, Zaremba and Ginop Sales. The 4th bid was from Northern Michigan Tractor and Equipment. Rachel Frisch will add this information to the bid sheet. Northern Michigan Tractor and Equipment bid on two of the items including the lawn mower for \$15,650.00 and the no-til seeder for \$4,450.00. Roger Latuszek said the seeder from Northern Michigan Tractor and Equipment did not meet specifications because it was too small. A motion was made by Randy Stults and seconded by Scott Courterier to award the Groen equipment bids as follows:
Lawn mower to Ginop Sales for \$13,070.00.
Snow blower to Ginop Sales for \$4,148.00
No-Til Seeder to Ginop Sales for \$15,164.00
Field Cultivator to Zaremba for \$12,675.00
Motion carried.
- D. Fireworks Funding Agreement and Joburg Fireworks Update:** Rachel Frisch presented the fireworks funding agreement between Otsego County and the Otsego Lake Association. Rachel identified a couple changes suggested by the County Attorney. Rachel also indicated that Johannesburg will have their fireworks display on Saturday July 4th 2020.
- E. Groen Capital Projects Update:** Roger Latuszek provided the members with a drawing of the proposed pavilion provided by C2AE. Roger said C2AE will be providing some costs estimates for the pavilion and the fireplace.
- F. Community Center Gym Floor Bids:** Rachel Frisch said the public bid opening took place on March 6th 2020 and 3 bids were received from including Floor Car Concepts for \$82,207.00, Kuhn Specialty Flooring for \$79,300.00 and John Schvlze for \$78,116.00. All three bids met specifications. A motion was made by Abe Cruz and seconded by Scott Courterier to award the bid to Kuhn Specialty Flooring in the amount of \$79,300.00 because of past experience with the work he has performed for us and the quality of response time when we needed his assistance. Motion carried.
- G. Other:** Arnie Quay presented two bids for concrete in the back of the Community Center. The bids were from Miller Construction for \$4,485.00 and North Central Excavating Trucking and Masonry Inc. for \$3,670.00. A motion was made by Randy Stults and seconded by Scott Courterier to approve the project with North Central Excavating Trucking and Masonry Inc. in the amount of \$3,670.00 for cement work behind the Community Center with the apron area being 12 x 22 feet and the remaining area is 11 x 20 feet and do the appropriate budget amendment from fund balance to the Budget and Finance Committee review and Board for approval. Motion carried.



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Commissioner Comments:

- Randy Stults said that Judy Jarecki was not at the meeting tonight because she is on the Planning Commission and was attending that meeting and the Parks and Recreation Commission should try to avoid scheduling a special meeting that would conflict with a commission member's obligation to attend another meeting. Randy said the minutes should have documented that the meeting date was changed and there should have been a vote among the members. Randy Stults asked if there were any deed or easement restrictions for the Wah Wah Soo property. Rachel said nothing in keeping with what was already there.
- Bill Holewinski said the road commission office is closed to the public but regular operations are still ongoing.

The next meeting is Monday April 13th at 6:00pm at the Otsego County Building, room 100.

A motion to adjourn was made by Abe Cruz and seconded by Bill Holewinski. The meeting was adjourned at 7:10pm.

Attachments as part of these minutes:

- Bills dated February 19th – March 8th 2020 in the amount of \$4,841.27.
- Financial reports for February for the County Parks, the Community Center and the Groen Preserve.
- Otsego County/Otsego Lake Association Fireworks Display Agreement.
- Groen equipment bids and Bid Summary sheet.
- Community Center cement work bids.
- Groen Preserve proposed Pavilion drawings.