

## **Big Prairie Township Parks Commission**

Tuesday November 17, 2020

**Meeting Called to Order:** 2 P.M.

**Pledge of Allegiance**

**Roll Call:** Clark, Ruehmeier, Ryman, Tucker and VanDam present.

**Public Input:** 0

**Approval of Agenda:** Motion by VanDam, 2<sup>nd</sup> by Ruehmeier to approve the agenda as written. Motion carried.

**Camp Host:** 0

### **Maintenance Report:**

BB – stump removal – waiting on Jeff Wright – he had equipment failure.

The Point has been blocked off, restructuring of lots in progress.

Twenty Three (23) loads of top soil have been delivered.

Currently there are two (2) abandoned boat/trailers, MC numbers to be reported to county sheriff office for possible contact with owners.

OX – retaining wall at new bathhouse is complete. Looks very nice.

Current location of dumpsters has been evaluated and decision is to move them behind pavilion near boat launch. Thus making room for new lots (not additional) and eliminating the smell for lot renters near the current site.

Water lines behind office have been repositioned.

Twelve (12) loads of top soil have been delivered.

Building new “SELF PAY” cash boxes for both parks.

List of current vehicles and conditions of was presented. Greg strongly recommends this order of elimination;

#1 1986 Case 580 Super E Backhoe

#2 2001 Ford F-250 Super Duty

#3 2000 Chevrolet GMT 3500

For consideration – purchase a tractor with bucket and forks, either 2 or 4 wheel drive (4x4 preferred) to replace the 1986 Case Backhoe. Possibly spending 30k give or take.

Greg to check pricing for leasing vs purchase of above said tractor.

Cleaning crew is finished for the season. Maintenance crew to work as long as possible consists of Greg, Jim M, Andy F, Jalen M and Jim S.

**Approval of Minutes:** Motion by VanDam, 2<sup>nd</sup> by Clark to approve the minutes from October 20, 2020 as written. Motion carried.

### **Board Reports:**

Chairman – reported a possible Dragon Trail Parking Pass between Mecosta and Newaygo Counties for patrons using the trail. More information forthcoming.

Vice Chairman – 0

Secretary – 0

Treasurer – 0

**Treasurer Report:** Two (2) Reports

Oct 16-22, 2020 = \$5,369.88    Oct 23-29, 2020 = \$3,701.34    Total = \$6,667.82

Oct 30 – Nov 5, 2020 = 42,791.96    Nov 6-11, 2020 = \$1,205.00    Total = \$2,944.60

Motion by Ryman, 2<sup>nd</sup> by Clark to approve both Treasurer reports as presented. Motion carried.

**Present and Pay Bills:** Two (2) Reports

Motion by Ryman, 2<sup>nd</sup> by VanDam to approve the bills as follows;

Gross payroll week ending October 29, 2020 - \$11,866.20. Bills - \$22,133.04.

and

Gross payroll week ending November 11, 2020 - \$9,926.64. Bills - \$23,775.99. Motion carried.

**Office Report:** June 2020 Incident – Police report was recently received. Report appears inaccurate as all parties involved were not mentioned. Board decides to keep Oom and Belcher warnings on file.

BB – office will be closed at the end of this week. Phone lines will be transferred to Oxbow.

One (1) winter camper in Trailer Park section.

OX – One (1) possibly Two (2) winter camper(s).

**Old Business:** New office layout – Sherry and Colleen presented their ideal layout. Greg to contact Artisan Builders for cost estimate for a 36 x 40 building.

Pop Up Store – due to lack of inventory control and billing practices, board decided utilizing a local business for an apparel Pop Up Store is not in our best interest at this time.

No Parking – for signs along the new asphalt, Nick Smith is still working on this project with the County Board, Road Commission and Township of Big Prairie.

Library Boxes – still on the “to do” list. Winter project.

**New Business:** Budget 2021 – will work on at next meeting.

Consumers Energy Bill – Greg to look into possible issues. Reuben to supply Greg with contact person information whom may be able to help.

**Miscellaneous:** BB – constructing some type of privacy fence at the area of maintenance garage to eliminate the unsightliness. Greg would like to eventually have sections of top soil, gravel etc. also placed within the privacy fence.

**Adjournment:** Motion by Ruchmeier, 2<sup>nd</sup> by VanDam to adjourn this meeting at 4:23 PM. Motion carried.

Submitted for Approval

Colleen Ryman Secretary

Approved December 1, 2020