

**ISABELLA COUNTY PARKS & RECREATION COMMISSION**

**REGULAR MEETING MINUTES**

**Wednesday, March 2, 2016**

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**CALL TO ORDER**

The meeting was called to order by Chairperson Vasold at 6:30 pm.

**COMMISSION MEMBERS PRESENT**

Craig Clingan, Jeremy Murphy, John Graham, Randy Vasold, Richard Gruss, Doug White, Richard Jakubiec, John Haupt

**COMMISSION MEMBERS ABSENT**

Ron McDonald, John Dinse

**OTHERS PRESENT**

Director Sue Ann Kopmeyer, Office Clerk Katrina Stock, The Pulse Steve Coveo

**ADOPTION OF AGENDA**

**Agenda was accepted as amended (Jakubiec/Graham).**

**INTRODUCTIONS**

None

**MINUTES**

The February 3, 2016 Board Meeting Minutes were reviewed. **It was moved (Murphy/White) to approve the February 3, 2016 Meeting Minutes as amended. Motion carried unanimously.**

**CITIZENS' COMMENTS**

None

**FINANCIAL REPORTS**

The Director presented the bills for February 2016. **It was moved (Gruss/Graham) to approve the Financial Summary Report for February as presented. Motion carried unanimously.**

**CAMPGROUND SUMMARY REPORT**

Director Kopmeyer gave a brief report on campground reservation summary report for February.

**DIRECTOR'S REPORT**

**Parks Update**

**Deerfield Park**

The trails were groomed this morning. At this time the trails are in good condition.

### **Gilmore Park**

Ice shanties need to be off the ice by March 15<sup>th</sup> according to the Department of Natural Resources.

### **Herrick Recreation Area**

The purchase of a stump grinder was approved by the Board of County Commissioners (March 1<sup>st</sup>).

### **Employee/Volunteers**

Office Clerk Katrina Stock attended the Central Michigan University Job Fair that was held on Tuesday, February 9<sup>th</sup>. We have received a few applications from those who attended the fair and are looking for seasonal positions.

### **Professional Development**

Parks Supervisor Kurt Burnia is preparing for the playground certification test in April. He must be recertified every three years in order to be able to inspect the Parks playgrounds.

### **Programs/Events**

A new disc golf tournament at Deerfield, Disc Girls Gone Wild has been added to the calendar of event this year. Commissioner Clingan mention this women's only tournament will take place June 4<sup>th</sup> and 5<sup>th</sup>. There will be up to 144 participants in this tournament. This is the 10<sup>th</sup> Annual for the tournament however, it will be the first time the tournament has taken place at Deerfield Nature Park.

### **Marketing**

Office Clerk Katrina Stock is working on a spring e-blast. Parks e-blasts are sent quarterly with camping, events and basic information.

### **Incidents/Accidents**

The Deerfield Nature Park gatehouse was broken into last week. There were discs, chip clips and horseshoes missing from the gate. This resulted in the door jam needing to be replaced.

### **Projects/Capital**

#### **Coldwater Lake Family Park Development Playscape Project**

The Coldwater Development Playscape land Water Conservation Fund Project paper work for the National Parks Service was completed last week. The last item needed is a letter from the historic society of the state confirming the Parks meet the requirements for the grant.

### **Truck/Plow**

The new Ford F-250 and plow arrived this week from Krapohl Ford.

### **Outreach**

#### **Kiwanis**

Director Kopmeyer gave a presentation about the Parks to approximately 30 members of the Kiwanis club.

### **Memorial Forest**

The agreement for the Memorial School Forest portion of Deerfield Nature Park with Mount Pleasant Public Schools will be reviewed for renewal at the next Board of County Commissioners meeting.

### **Wise Playground**

The Wise Playground agreement with Wise Township Officials is also up for renewal and will go before the BOC, March 15<sup>th</sup>. The playground is at the Loomis Trailhead of the Pere Marquette Rail-Trail.

### **UNFINISHED BUSINESS**

#### **Concept Planning Services**

Director Kopmeyer provided the Board with an update on the draft concepts M.C. Smith Associates is preparing for the County Parks. The company is currently working on the last set of comments provided to them by Director Kopmeyer and Parks Supervisors Mike Marsh and Kurt Burnia. Director Kopmeyer will get with County Administrator Margaret McAvoy to schedule a date and time for a presentation.

### **NEW BUSINESS**

#### **Wage Classification Study**

Director Kopmeyer updated the Board on the wage classification study that will be taking place throughout the County. The position descriptions will be updated and the seasonal positions will be updated as well.

### **ANNOUNCEMENTS**

Planning Commissioner Murphy provided an update the Board looking at possible zoning changes to accessory building on waterfront lots.

Drain Commissioner Jakubiec provided an update on the low water pressure issues handled at Lake Isabella last week.

Road Commissioner Graham provided a brief update on the Road Commission meetings with the 15 out of 16 townships throughout Isabella County. He also mentioned the Road Commissioners are optimistic on the state funding which wouldn't take effect until 2017.

County Commissioner Haupt provided an update on the last Isabella County Board of County Commissioners meeting. During the meeting the board approved a farm land agreement, stump grinder purchase for the Parks, and 2% request applications were prioritized.

**The next Parks and Recreation Board Meeting** is scheduled for Wednesday, April 6, 2016 at the Isabella County Building Room 225 beginning at 6:30 pm.

**ADJOURNMENT: It was moved to adjourn (Jakubiec/Murphy) at 7:10 pm. Motion carried unanimously.**

Respectfully submitted,  
Craig Clingan, Secretary