

**ISABELLA COUNTY PARKS & RECREATION COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, May 4, 2022**

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**CALL TO ORDER**

The meeting was called to order by Vice Chairperson Dinse at 6:06 pm at Coldwater Lake Family Park.

**COMMISSION MEMBERS PRESENT**

Bob Busch, Craig Clingan, Frank Engler, Jeremy Murphy, John Dinse, Jordan Bruursema, Bob Willoughby and Tim O’Neil

**COMMISSION MEMBERS ABSENT**

Randy Vasold

**OTHERS PRESENT**

Director Sue Ann Kopmeyer, Parks Supervisor Kurt Burnia, Assistant Parks Supervisor Emma Vanacker, Administrative Assistant Nichole Manley, Administrative Coordinator Miranda Walker, Park Staff Member Kathy Vanderkolk and Alternate County Commissioner Terry Hutchinson

**ADOPTION OF AGENDA**

**Agenda was accepted as presented (Murphy/Willoughby).**

**INTRODUCTIONS**

Miranda Walker introduced herself.

**MINUTES**

The April 6, 2022 Board Meeting Minutes were reviewed. **It was moved (Murphy/Busch) to approve the April 6, 2022 Meeting Minutes as amended. Motion carried unanimously. The amendment: Change the next meeting date to read “The next Parks and Recreation Board Meeting is scheduled for Wednesday, May 4, 2022 at Coldwater Lake Family Park – Lakeview Pavilion.”**

**GENERAL PUBLIC COMMENTS**

N/A

**FINANCIAL REPORTS**

The Director presented the bills for April 2022. **It was moved (Murphy/Clingan) to approve the Financial Summary Report for April 2022 as presented. Motion carried unanimously.**

**CAMPGROUND SUMMARY REPORT**

Director Kopmeyer gave an update on the Campground Summary Report for the month of April 2022.

## **DIRECTOR'S REPORT**

### **Parks**

The Director noted that there were electrical issues on two sites at Coldwater Lake Family Park. Parks Supervisor Kurt Burnia gave an update noting that the issues were fixed as of today.

Director Kopmeyer noted that new cabin windows were installed at Herrick Recreation Area this spring and the interior painting of the cabins is now finished.

The Director noted that the maintenance checklist for the Pere-Marquette Rail Trail has been completed.

The docks and buoys have been installed at Coldwater Lake Family Park.

### **Employees**

The Director noted that the hiring process for seasonal staff is currently on going. 1 to 2 Gate Attendants are needed as well as 2 to 3 Park Rangers.

### **Professional Development**

Parks Supervisor Kurt Burnia recently completed his Playground Safety Certification.

### **Incidents/Accidents**

The Director gave an update on an incident that occurred at Deerfield Nature Park recently where an individual's dog bit her hand as it got nervous due to a stray dog that was roaming the park. Director Kopmeyer spoke with the individual whom was involved in the incident and noted she was okay.

### **Projects/Capital**

A new zero turn stand on lawn mower was purchased and picked up today.

Director Kopmeyer noted that the reservation system is still not working as intended and looking into future options.

A 3-year contract agreement was signed with Granger for waste management services at the campgrounds.

### **Outreach**

The Director noted that she spoke at the Michigan Township Association quarterly meeting about County Park projects on Wednesday, April 20, 2022.

## **UNFINISHED BUSINESS**

### **Coldwater Lake/Beal City Public Sewage Improvements**

No update at this time.

### **Deerfield Nature Park – Chippewa River Erosion Project**

A pre-construction meeting will be held on Wednesday, May 18, 2022 with Miller Contracting.

### **Meridian Park – Acquisition Project**

The grant has yet to be approved by the Michigan Legislature. The Director noted that she left a message for State Representative Roger Hauck regarding the grant moving so slowly through the legislative process.

### **Deerfield Memorial**

This will be discussed further at the Wednesday, June 1, 2022 Isabella County Parks Board Meeting at Deerfield Nature Park.

### **Deerfield Nature Park Turn Lane**

Director Kopmeyer noted that she is waiting to hear from Brian Atkinson of the Michigan Department of Transportation (MDOT). When the Director spoke with him last, Brian noted that it would take 3 to 5 weeks to review the data needed to consider future improvements by the park.

## **NEW BUSINESS**

### **Bylaw Review**

A copy of the Isabella County Parks and Recreation Bylaws was given to the Board Members. These will be reviewed for any updates and will be discussed at the Wednesday, June 1, 2022 meeting.

### **Parks Rules and Ordinance Review - Watercraft**

The Director noted that this is not a full review, just a review of Section 14 - Watercraft. Director Kopmeyer noted that she has adjusted the watercraft section for Coldwater Lake Family Park. Day-use boaters cannot leave their boats and trailers overnight as the boat launch parking area is too busy and is meant for day-use only.

### **FY '23 Budget**

Director Kopmeyer noted that the budget process has started early this year and the preliminary budget is due on Friday, May 6, 2022. The new pavilion at Deerfield and gatehouse changes have been submitted for the American Rescue Plan Act (ARPA) funds.

## **ANNOUNCEMENTS**

Commissioner Engler noted that they are working through budget meetings with the next one being held on Wednesday, May 18, 2022. Commissioner Engler noted that \$1.2 million in funds from the windmills have been committed to the jail project. He also noted that since the construction will not happen until next year, the land has been leased for agricultural purposes for this year. This will help keep any non-native plant species at bay while waiting for the project to start.

Commissioner Hutchinson stated that the budget process is on going and they have been

looking at the 3 and 10 year budget. Commissioner Hutchinson also noted how great the County Parks are and how much he appreciates them.

Commissioner Willoughby stated that the Drain Office is currently working on 1 project in the northern portion of the county. He also noted that there is a 3–6-month delay for permits from EGLE as they are behind.

Commissioner O’Neil noted that the April Planning Commission Meeting was cancelled. He also updated the board that he will not be here for the June meeting as he is teaching in Germany this summer. He is hopeful he will be back for the August meeting.

Commissioner Bush stated that the contracts with the townships are almost complete. He also noted that Lincoln Road between M20 and Broomfield Road will be closed for most of the summer for the expansion that is planned.

**The next Parks and Recreation Board Meeting** is scheduled for Wednesday, June 1, 2022 at Deerfield Nature Park – Pond Overlook Pavilion.

**ADJOURNMENT: It was moved to adjourn (Willoughby/Murphy) at 7:12 pm. Motion carried unanimously.**

Respectfully submitted,  
Craig Clingan, Secretary