

**ISABELLA COUNTY PARKS & RECREATION COMMISSION
REGULAR MEETING MINUTES
Wednesday, October 4, 2023**

CALL TO ORDER

The meeting was called to order by Chairman Vasold at 6:02 pm.

COMMISSION MEMBERS PRESENT

Bob Busch, Bob Willoughby, Craig Clingan, Frank Engler, Jeremy Murphy, John Dinse, Randy Vasold and Ruth Barrett

COMMISSION MEMBERS ABSENT

Jordan Bruursema, Tim O'Neil

OTHERS PRESENT

Director Alexis Hansen, Parks Supervisor Kurt Burnia, Assistant Parks Supervisor Emma Vanacker, Administrative Assistant Nichole Manley

ADOPTION OF AGENDA

Agenda was accepted as presented (Clingan/Willoughby).

INTRODUCTIONS

N/A

MINUTES

The September 6, 2023 Board Meeting Minutes were reviewed. **It was moved (Dinse/Engler) to approve the September 6, 2023 Meeting Minutes as presented. Motion carried unanimously.**

GENERAL PUBLIC COMMENTS

N/A.

FINANCIAL REPORTS

The Director presented the bills for September 2023. **It was moved (Murphy/Clingan) to approve the Financial Summary Report for September 2023. Motion carried unanimously.**

CAMPGROUND SUMMARY REPORT

Director Alexis Hansen gave an update on the Campground Summary Report for September 2023.

DIRECTOR'S REPORT

Parks

Herrick Recreation Area closed for the season on Sunday, October 1, 2023. Coldwater Lake Family Park closes on Sunday, October 8, 2023.

Employment/Volunteering

On Monday, October 9, 2023 there will be 78 volunteers from Isabella Bank helping within Deerfield Nature Park and Herrick Recreation Area.

Projects/Capital

The Department of Natural Resources (DNR) will announce grant awards for the Sparks Grant in the second week of October. This is for the Herrick Recreation Area Development Project which includes improvements to the bathhouse, playground and pit toilet on the south side of Herrick Recreation Area. Isabella County Parks is asking for \$319,000 in grant funding for this project.

The Director noted that Zeneberg Asphalt was hired for the Pere Marquette Rail-Trail project. This one-mile section from Leaton to Shepherd Road had the cracks filled and sealed. The project was completed, however, there is one small section that is going to be revisited as it needed more repair.

A grant was submitted to the Mt. Pleasant Convention and Visitors Bureau to do more crack fill and sealing as well as updating signs along the Pere Marquette Rail-Trail. Grant awards will be known on October 19, 2023. A Request for Quotes will go out soon for the vegetation trimming along the trail.

The Director and Assistant Parks Supervisor met with the Cooperative Invasive Species Management Areas (CISMA) Coordinator to visit sites at Deerfield Nature Park and Meridian Park that need help. CISMA will apply for funding on behalf of Isabella County Parks and Recreation. If approved, contractors would come in and remove invasive species within those parks.

Programs/Events

The 16th Annual Art From Our Park event was held at Deerfield Nature Park on Saturday, September 23, 2023 from 12:00-4:00pm. The weather was nice and it was a successful event with around 200 attendees.

UNFINISHED BUSINESS

Meridian Park – Acquisition Project

Isabella County Parks and Recreation closed on the additional acreage for Meridian Park on September 16, 2023. There will be a Ribbon Cutting held at Meridian Park to honor the acquisition on Thursday, October 26, 2023 at 1:00pm. There will be a few speeches with cake and refreshments to follow.

Deerfield Pavilion

The project is officially complete. The signed Soil Erosion Permit was received on Tuesday, October 3, 2023.

2024-2028 Master Recreation Plan

Director Hansen noted that 5 quotes were received for the new Master Plan. The firm P.M. Blough was hired for the project. This firm has worked in the past and is currently working with Midland County and the City of Midland. The Director and Parks Supervisor met with the Pam Blough last week to do site assessment at Herrick Recreation Area. \$20,000 was budgeted for this project, however, the project bid came in at \$11,800. An online survey is available through the end of the month for input on the new Master Plan.

Park Rules and Ordinances

The Director noted that the department is still gathering input for updates on the Park Rules and

Ordinances. This year, seasonal campers will now be signing off on a letter that states the rules. The timeline for updates to the Park Rules and Ordinances is to be completed will be before the 2024 camping season begins.

North (Beach) Side Playground at Herrick

Director Hansen noted the Parks Department is waiting on a delivery date for the new playground equipment.

NEW BUSINESS

N/A

ANNOUNCEMENTS

Commissioner Busch noted that the Road Commission worked with the Drain Commission to fix up the Duncan Drain. He also noted that all projects went smoothly this summer.

Commissioner Engler noted that Commissioner Hutchinson was at the Board of County Commissioners meeting on Tuesday, October 3, 2023 and he is doing well. He also noted that the jail project is moving along and all local contractors have worked hard to get the project back on schedule. The FY '24 Budget was passed by the Board of County Commissioners. Commissioner Engler also stated that \$900,000 Michigan Department of Environment, Great Lakes, and Energy (EGLE) grant was received for the Materials Recovery Facility project.

Commissioner Willoughby stated that it has been a good year, maintenance has gone well.

The next Parks and Recreation Board Meeting is scheduled for Wednesday, December 6, 2023 at the Isabella County Building – Room 225.

ADJOURNMENT: It was moved to adjourn (Busch/Murphy) at 6:50 pm. Motion carried unanimously.

Respectfully submitted,
Craig Clingan, Secretary