

**ISABELLA COUNTY PARKS & RECREATION COMMISSION
REGULAR MEETING MINUTES
Wednesday, August 2, 2023**

CALL TO ORDER

The meeting was called to order by Chairman Vasold at 6:13 pm.

COMMISSION MEMBERS PRESENT

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

COMMISSION MEMBERS ABSENT

Craig Clingan, Jordan Bruursema and Tim O'Neil

OTHERS PRESENT

Director Alexis Hansen, Administrative Coordinator Miranda Walker, Parks Supervisor Kurt Burnia, Assistant Parks Supervisor Emma Vanacker, Administrative Assistant Nichole Manley, Alternate County Commissioner Terry Hutchinson, Parks Staff Member Kathy Vanderkolk

ADOPTION OF AGENDA

Agenda was accepted as presented (Murphy/Engler).

INTRODUCTIONS

Alexis Hansen introduced herself as the new Director of Isabella County Parks and Recreation. Each person present then introduced themselves.

MINUTES

The June 7, 2023 Board Meeting Minutes were reviewed. **It was moved (Murphy/Barrett) to approve the June 7, 2023 Meeting Minutes as presented. Motion carried unanimously.**

GENERAL PUBLIC COMMENTS

N/A.

FINANCIAL REPORTS

The Interim Director presented the bills for June and July 2023. **It was moved (Engler/Willoughby) to approve the Financial Summary Report for June and July 2023. Motion carried unanimously.**

CAMPGROUND SUMMARY REPORT

Director Alexis Hansen gave an update on the Campground Summary Reports for June and July 2023.

DIRECTOR'S REPORT

Parks

Director Hansen gave an update on the well issues that took place on the beach (north) side at Herrick earlier this summer. The well has been replaced with a 5-inch continuous pressure pump. Brad Malley Well Drilling completed the project before the Fourth of July weekend.

Parks Administrative Coordinator, Miranda Walker, noted that there was a week period in June where fires were prohibited at Deerfield Nature Park. Campers at Coldwater Lake Family Park and Herrick Recreation Area were told it was not recommended to have campfires, however, they were not prohibited.

Commissioner Engler noted that he saw additional swimmer's itch signage at Coldwater Lake Family Park recently. The Director noted that swimmer's itch signage is always posted at the parks as a precautionary measure, however, due to a recent call, more signs were placed to bring awareness.

Projects/Capital

The Director noted that Assistant Parks Supervisor, Emma Vanacker, has been working with Gametime and MiDeal for pricing and 3D models for the playground on the north (beach) side of Herrick Recreation Area. By waiting until fall to order, there will be a fall sale and a grant available through MiDeal for the purchase of the playground. All the current playground equipment except the water tower will be removed and replaced. The project is in the budget for this fiscal year; however, the project may run into the next fiscal year.

Isabella County Parks and Recreation reapplied for the second round of the Department of Natural Resources (DNR) Sparks Grant 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. Results for the grant funding will be released in September.

Accident/Incident

Parks Administrative Coordinator, Miranda Walker, noted that there was a fire at Herrick Recreation Area. The fire took place in the pit area where Park Rangers place debris after cleaning out the firepits. Park Rangers were reminded to douse the coals with water and then place the coals in the pit area. Campers were evacuated and the Fire Department was able to put the small fire out quickly.

Events

The annual Fourth of July Bike Parade was held at Coldwater Lake Family Park on Saturday, July 1, 2023 and had a good turnout.

UNFINISHED BUSINESS

Meridian Park – Acquisition Project

The appraisal was approved by the Department of Natural Resources. The updated project agreement that has been approved by the Department of Natural Resources will go before the Board of County Commissioners on Tuesday, August 15, 2023. The Department of Natural Resources does require that the seller signs the Statement of Just Compensation. The Director noted that the project is very close to being completed.

Deerfield Nature Park Passing Flare

Brian Atkinson left a message for Administrative Coordinator, Miranda Walker, noting that the survey that was needed has been completed. Planning will start with a detailed design and if funding is available, the project will be completed in summer of 2024.

Deerfield Pavilion

The Director noted that the request for quote deadline was removed online for the Deerfield Nature Park pavilion project. Two quotes were received, Mapes Contracting was chosen to complete the project. Engineered drawings and permits have been received. The final quote was within the amount budgeted for the project. The project is currently underway and will be finished by the end of August.

NEW BUSINESS

N/A

ANNOUNCEMENTS

Commissioner Engler noted that the walls on the jail have started to go up. He also noted that the third draft of the FY '24 budget has been received.

Commissioner Hutchinson noted that the jail project is getting caught up as they were slightly behind.

Commissioner Busch noted that the Road Commission was busy in July with lots of projects.

Commissioner Willoughby stated the Drain Office is currently waiting on a few permits to begin projects.

The next Parks and Recreation Board Meeting is scheduled for Wednesday, September 6, 2023 at Deerfield Nature Park – Pond Overlook Pavilion.

ADJOURNMENT: It was moved to adjourn (Busch/Murphy) at 7:04 pm. Motion carried unanimously.

Respectfully submitted,
Alexis Hansen, Director