

Approved:

**ISABELLA COUNTY PARKS & RECREATION COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, December 6, 2023**

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**CALL TO ORDER**

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

**COMMISSION MEMBERS PRESENT**

Bob Busch, Craig Clingan, Frank Engler, Jeremy Murphy, John Dinse, Jordan Bruursema, Randy Vasold, Ruth Barrett and Tim O'Neil

**COMMISSION MEMBERS ABSENT**

Bob Willoughby

**OTHERS PRESENT**

Director Alexis Hansen, Administrative Assistant Nichole Manley, Park Staff Member Kathy Vanderkolk, Kathy Vasold and Nancy Clingan

**ADOPTION OF AGENDA**

**Agenda was accepted as presented (Bruursema/Engler).**

**INTRODUCTIONS**

N/A

**MINUTES**

The October 4, 2023 Board Meeting Minutes were reviewed. **It was moved (Bruursema/Busch) to approve the October 4, 2023 Meeting Minutes as presented. Motion carried unanimously.**

**GENERAL PUBLIC COMMENTS**

N/A.

**FINANCIAL REPORTS**

The Director presented the credit card bills for October and November 2023. **It was moved (Bruursema/Busch) to approve the credit card bills for October and November 2023. Motion carried unanimously.**

The Director presented the invoices for October and November 2023. **It was moved (Murphy/Engler) to approve the invoices for October and November 2023. Motion carried unanimously.**

**CAMPGROUND SUMMARY REPORT**

Director Hansen gave an update on the Campground Summary Reports for October and November 2023.

**HERRICK RECREATION AREA SPARK GRANT IMPROVEMENT PROJECT PUBLIC HEARING**

Director Hansen acknowledged that no one from the public showed to give input on the project and

no Park Staff Members or Park Board Members had questions, comments or input for the project.

## **DIRECTOR'S REPORT**

### **Employment/Volunteering**

Rachel Rollin's last day of work before Maternity leave will be on Thursday, December 11, 2023. She will return in March.

Part-time year-round Park Staff Member Dan Schilenski will be leaving the parks as he has taken a full-time job elsewhere.

### **Projects/Capital**

The Department of Natural Resources (DNR) Sparks Grant in the amount of \$319,000 was awarded to Isabella County Parks and Recreation. The grant has been approved by the Board of County Commissioners. The Director noted that a Request for Proposals (RFP) is ready and will be posted soon. The grant stipulates the project must be complete by December of 2026, however, Director Hansen is hopeful the project will begin in the fall of 2024 and finish early 2025.

The Director noted that the 1-mile section of the Pere Marquette Rail-Trail is done being seal coated. Scott Litchfield was hired to complete vegetation trimming along the trail. He trimmed the entire 8.25miles of overgrown trail.

Mile marker signs are being done by Michigan State Industries (MSI). Director Hansen stated that the parks may be getting used U-Posts from the Isabella County Road Commission to utilize along the trail.

Isabella County Parks was awarded \$50,000 in 2% funds from the Saginaw Chippewa Indian Tribe for the Coldwater Lake Family Park Sewage Project. The project has an estimated cost of \$440,000. \$400,000 in grants and American Rescue Plan Act (ARPA) funds have been received for Isabella County Parks.

## **UNFINISHED BUSINESS**

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

Isabella County Parks and Recreation has received the 90% reimbursement for the project and is currently waiting on the additional 10% reimbursement. Once received, the project will officially be complete.

### **2024-2028 Master Recreation Plan**

Pam Blough has done site visits at all of the park facilities. The Director is working closely with her and should receive a draft report soon.

### **Park Rules and Ordinances**

The Director noted that as a department, research is still being done into various changes. Items that are on the list to be reviewed are drones, group reservations and parking.

### **North (Beach) Side Playground at Herrick**

Director Hansen gave an update on the installation of the new playground. It is currently 90%

complete with a finishing date of Friday, January 8, 2024. A walk through of the complete playground will be done on Wednesday, January 13, 2024 at 9:00am.

## **NEW BUSINESS**

### **2024 Board Meeting Schedule**

The 2024 meeting schedule was presented. **It was moved (Engler/Murphy) to approve the 2024 Board Meeting Schedule as presented. Motion carried unanimously.** A special meeting is needed for 2024-2028 Isabella County Parks Master Recreation Plan. This meeting would be on Wednesday, January 3, 2024 at the Road Commission Building beginning at 6:00pm. **It was moved (Busch/Murphy) to approve the special January Board Meeting. Motion carried unanimously.**

### **2024 Annual Passes for ICPR Board Members**

The 2024 Annual Vehicle Permits are out at Deerfield Nature Park. The size of the permit is now smaller. The photo of the Golden Crowned Kinglet was taken by Isabella County resident Beau Cotter. One free 2024 Annual Vehicle Permit is available for each ICPR Board Member at Deerfield Nature Park when a Gate Attendant is present.

## **ANNOUNCEMENTS**

Commissioner Engler gave an update on the asbestos issue within the County Building, noting it is in the fire suppression system that is in the ceiling. A bid was received of \$1.2 million for the asbestos abatement project. Commissioner Engler also gave an update on an operating millage that will be going on the February ballot. After looking at the 10-year forecast, much thought was put into an operating millage for the County.

Commissioner Hutchinson gave an update on the asbestos issue within the County Building noting it made most sense to the Commissioners as a whole to do all of the building during the abatement process instead of just certain areas at a time. Commissioner Hutchinson noted that it is currently looking like it will be the end of the year 2024 before the project is complete.

Commissioner Busch noted all of their projects are complete for the year. The Road Commission is now moving into the planning season. He also stated that they now have a new Union Contract.

Commissioner O'Neil noted the Planning Commission has not met since September. Their next meeting will be this month.

**The next Parks and Recreation Board Meeting** is scheduled for Wednesday, January 3, 2024 at the Isabella County Road Commission Building.

**ADJOURNMENT: It was moved to adjourn (Murphy/Clingan) at 7:06 pm. Motion carried unanimously.**

Respectfully submitted,  
Craig Clingan, Secretary