

**CASS COUNTY PARKS AND RECREATION COMMISSION
REGULAR BOARD MEETING
Kincheloe Conference Room
120 N. Broadway St., Cassopolis Mi. 49031**

**February 11, 2016
Minutes**

6:00 P.M.,- CALL MEETING TO ORDER - President Campbell

INVOCATION - Commissioner Rodebush

PLEDGE OF ALLEGIANCE - Commissioner Washington

ROLL CALL – President Campbell

Linda Pruett - P

Johnie Rodebush - P

Pauline Washington - P

Kevin Hershberger -A

Bruce Campbell - P

David Kring - P

Korine Blyveis - P

Kevin Claire - P

Annie File - A

APPROVAL OF AGENDA

Motion: Commissioner Rodebush

Second: Commissioner Claire

Approved

APPROVAL OF MINUTES

Recommendation: to add that copies of the draft newsletter were handed out at the last meeting, distribution of said newsletter was discussed: Commissioner Blyveis

Second: Commissioner Rodebush

Motion to approve minutes as amended: Commissioner Blyveis

Second: Commissioner Rodebush

Approved

INTRODUCTION OF VISITORS

None

PUBLIC COMMENT

None

COMMITTEE REPORTS

1. CP1 – met with district court regarding implementation of the parks ordinances. Next step will be to present it at public hearing. Sheriff is not in favor of deputizing the parks department.

DIRECTOR'S REPORT - Director Wyman

1. Randy should be back in March – everything seems to be going along well.
2. Commissioner Rodebush asked about the bank of the Dowagiac River erosion and if it would be a possibility to put the ramp in that area. Director Wyman responded that it was.
3. Commissioner Blyveis thought a planting in that area would help stabilize it, along with making it look good.

BUDGET REPORT - Director Wyman

1. In the 30% area of the budget, but more importantly we have a fund balance of over \$70,000. Dialog needs to start to make sure that balance is saved and used as it is intended, instead of matching for grants.
2. Will have answers to some of our questions next meeting.
3. Need to give some thought to a formula for keeping the fund above a certain amount.
4. In the last budget, the signs (\$15,000) were approved to come out of the county's capital improvement. As was the furnace in the residence at Lawless (\$8,000) was also budgeted to be replaced.
5. Repair of the bridge – approximately \$8,000.
6. Commissioner Pruett and President Campbell will work with Director Wyman to define this formula and work on the capital improvement items.
7. A question to be asked, is can we tap into that balance now. Director Wyman has been told that that would have to go before the BOC.
8. BOC could implement the parks millage (would have to be under 1 mil).

UNFINISHED BUSINESS

1. **Winter Nights** – not enough snow right now, and we are under a winter weather advisory with wind chills up to 10° below. Traditionally, when it gets that cold, or there is a winter weather advisory, we have cancelled.
 - a. Commissioner Blyveis asked if we would have an additional one if the weather would allow.
 - b. Weather forecast is not favorable for the next week either.
2. Commissioner Blyveis handed out the Earth & Sky poster, and had an ad put in the tree sale, has updated the website, and forms are all updated.
3. **Russ Forest lease** – have time before we need to make up our minds about renewing the lease (approximately 3 miles of trail).
 - a. Russ Forest collaboration will be brought up at the conservation meeting scheduled for county agencies tomorrow.
4. **Dodd Timber Removal**
 - a. The removal is done, lots of tops out there. It definitely will be a priority if we are going to get it cleaned up and looking good for spring.
 - b. In the turfed area, the stumps are cut low so we can get the ground off.
 - c. Any of the cost of cleaning up should technically come out of the \$18,000 income from the trees.
5. **Point Park**
 - a. The park on Kelsey Lake; it's been closed for about 10 years, and have been in discussion with the township and legal counsel regarding selling this. Beautiful piece of property that we aren't able to maintain.
 - i. Can we get legal advice on our own, or do we have to go through the county lawyer.
 - ii. Needs to be answered by the BOC.

NEW BUSINESS

1. Star Party

- a. May 6 & 7 – and they are requesting the overnight camping fee be \$5 instead of \$10.
 - i. Commissioner Blyveis suggests that it should be at least \$5 per night this year.

Motion: The fee for the Star Party camping for 2016 is \$5.00 per tent/per night, and that Director Wyman will write a letter to the group letting them know that next year it will be \$10. – Commissioner Rodebush

Support: Commissioner Blyveis

Discussion

1. Commissioner Kring suggested we charge them a blanket fee for camping, no matter how many people or tents are camping.
 - a. For Earth Day, it's \$10 per night/ per tent site.
2. Need a fee schedule, then if a letter is written to the Parks Department to have a variance a month

prior to the event, the board could say yes or no.

- a. Director Wyman stated that we are supposed to have a policy set for someone that cannot pay for an entry or event.

Motion Passed

BOARD MEMBER COMMENT / ANNOUNCEMENTS

ADJOURNMENT

1. Dodd Family – Arthur Dodd’s great, granddaughter contacted us about a family gathering at Dodd Park this year. – Director Wyman read a beautiful thank you to the Parks Department for allowing the family to use the park free of charge, and for the great update regarding Dodd Park.
2. Thank you from Eagle Scout, Dustin Conkrin for attending his Eagle Scout court.
3. Earth Day planning committee meeting – 5:30 p.m. 2/25/2016 at Friendly Tavern.
4. Suggests the parks purchase some flowering trees to plant around the park in areas closer to the pavilions to beautify the parks – Commissioner Blyveis.
5. Pucker Street Dam – is still on hold.
6. Congratulations to Johnie Rodebush being reappointed to the Parks Board until 2019!
7. Commissioner Blyveis thanked Director Wyman for his part of having her name Volunteer of the Year.

Meeting adjourned.

Respectfully submitted,

Patty Dohm
Recording Secretary