

CASS COUNTY PARKS AND RECREATION COMMISSION
REGULAR BOARD MEETING
MSU-E Conference Room
120 N. Broadway Street, Cassopolis, MI 49031

May 12, 2016
Minutes

6:00 p.m. - CALL MEETING TO ORDER – Vice President Claire

INVOCATION - Director Wyman

PLEDGE OF ALLEGIANCE - Commissioner Blyveis

ROLL CALL - Recording Secretary Dohm

Korine Blyveis – P
Bruce Campbell – A
Kevin Claire – P

Annie File – P
Kevin Hershberger – A
David Kring – P

Linda Pruett – P
Johnie Rodebush – A
Jamie Stafne – P

Pauline Washington - A
Scott Wyman - P

APPROVAL OF AGENDA AS AMENDED

1. **Add Trees under New Business** – Commissioner Blyveis
2. **Add Midwest Energy under New Business** – Director Wyman

Motion: Commissioner File

Second: Commissioner Pruett

Approved

APPROVAL OF MINUTES

Motion: Commissioner Blyveis

Second: Commissioner File

Approved

INTRODUCTION OF VISITORS - None

PUBLIC COMMENT – None

DIRECTOR'S REPORT – Director Wyman

1. Commissioner Blyveis commented that it is great to see new Scout projects going on in the parks.
2. Director Wyman responded that the cedar fencing that was done as one of the projects is going to be redone, as the Scout put it in at the wrong height. We have been assured that it will be redone.

BUDGET – Director Wyman

1. About 60% of the budget has been used, leaving about 40% to take us to the end of the year.
2. Cap. Improvements include new signs and the furnace for the rental house at Lawless.

UNFINISHED BUSINESS

1. Special Events – Earth & Sky Celebration

- a. Commissioner Blyveis has some placemats with her, and is asking that everyone take some and post them for more advertisement.
- b. Have some volunteers committed to help from postings on Facebook, but more volunteers are welcome.

2. Point Park

- a. Director Wyman met with Kim, the Lake Association President – the cable will be put back up.

3. Dodd Grant

- a. Need a recommendation today on which landscape architect to use for the grant project.
 - i. All members present looked at the returned RFPs

Motion to recommend MC Smith as the landscape architectural company to use for the Dodd Park grant project:

Commissioner Blyveis

Second: Commissioner Pruett

Approved: Unanimous

4. Seasonal Employee

- a. The part-time seasonal employee will start tomorrow; a student from SMC.

NEW BUSINESS

1. Trees

- a. Commissioner Blyveis – the Conservation District donated trees for in the parks
- b. Commissioner Blyveis – the Conservation District is being trained in identifying invasive species
- c. Boy Scouts are helping clean up the dead trees at the group camp

2. Entrance Signs

- a. Will be using the committee's information from last year for the signs – Lawless will be first, followed by Russ Forest

3. Midwest Energy

- a. Director Wyman was contacted by Nicole Barfeld regarding their community service crew. That crew will be working in the parks on June 15 from 9:30 a.m. to 3:00 p.m.
- b. Director Wyman is working on a project list

BOARD MEMBER COMMENT/ANNOUNCEMENTS

1. Commissioner Blyveis thanked the office for mailing the newsletters to the township offices
2. Commissioner Blyveis thanked the office for printing the placemats
3. Director Wyman let everyone know the Wood Duck houses would be going up on Saturday

Motion to adjourn: Commissioner File

Second: Commissioner Pruett

Meeting adjourned 7:12 p.m.

Respectfully submitted,

Patty Dohm, Recording Secretary