



## MINUTES

### PARKS COMMITTEE

Friday, October 12, 2012

10:00 a.m.

Morgan County Park

Morgan Park Lodge

19881 Timm's Lake Rd.

Niagara, WI 54151

**Members Present:** Supervisors William Walker, Russ Bousley, Laurence Nichols, Allen Mans, Ken Mattison

**Members Excused:** None

**Members Absent:** None

**Others Present:** County Forest and Parks Administrator John Scott, Assistant Parks Administrator Erik Aleson, County Administrator Ellen Sorensen, County Board Chair Vilas Schroeder, Charles Meyer, P.E. Mountain Engineering, Accounting Clerk Lynn Swiatnicki, Peshtigo Times

#### 1. Call to order

Chairman Walker called the meeting to order at 10:00 a.m.

#### 2. Approve/Amend agenda items

**MOTION** (Nichols/Mattison) to approve the agenda. Motion Carried, No Negative Vote.

#### 3. Approve/Amend minutes of September 14, 2012

**MOTION** (Mattison/Mans) to approve the minutes of September 14, 2012. Motion Carried, No Negative Vote.

#### 4. Public Comment – Limited to five minutes per person

Shirley Prudhomme, Peshtigo Times, congratulated Parks Department on advances at Morgan Park. Bill Walker commended workers on great job.

#### 5. Discuss/Consider 2013 Tourism Guide, action, if any

Jamie Darge, Marinette County Tourism Director, was present. The 2013 Tourism Guide will feature Veteran's Memorial Park on the park page ad. **MOTION** (Nichols/Mattison) to approve two-page ad for 2013 at a cost of \$1,750.00. Motion carried, No negative Vote.

**6. Discuss/Consider Assistant Parks Administrator attending the Wisconsin Park & Recreation Annual Conference in Wisconsin Dells, November 7 – 9, 2012, action, if any**

**MOTION** (Mattison/Mans) to approve attendance of Assistant Parks Administrator at the Wisconsin Park & Recreation Annual Conference in Wisconsin Dells, November 7 – 9, 2012. Motion Carried, No Negative Vote.

**7. Correspondence: Correspondence if not specifically listed will be for information only**

Erik Aleson reported when testing water at Morgan Park an iron and hard water problem was discovered which was not anticipated. This can become a maintenance problem so a high capacity water softener system will be explored.

**8. Informational: Update on Morgan Park Expansion Project**

Erik Aleson updated committee on Morgan Park Expansion. Eleven drive-thru loops have been added past the shower building which brings total of sites up to 43. This brings Morgan Park to be the second largest park in county. A 20% revenue increase for the park is expected.

**9. Informational: Monthly Park Activity Report**

Parks Activity Report (copy attached) presented and accepted.

**10. Informational: Monthly Revenue Report**

Revenue report (copy attached) presented and accepted.

**11. Discuss/Consider Schedule of Invoices, Action, If Any**

Committee reviewed September schedule of invoices totaling \$29,407.86.

**12. Morgan Park Campground Shower Building ribbon cutting**

Chair Bill Walker cut ribbon for Morgan Park Shower Building dedication.

**13. Set date for next meeting**

The next meeting date is scheduled for November 8<sup>th</sup>, 2012.

**14. Adjourn**

**MOTION** (Nichols/Mans) to adjourn at 11:30 a.m. Motion Carried, No Negative Vote.

  
Lynn Swiatnicki  
Accounting Clerk Finance

**MONTHLY ACTIVITY REPORT  
PARKS DEPARTMENT**

**SEPTEMBER 2012**

**PARKS AND CAMP BIRD ACTIVITIES**

- Monthly Safety Training (Material Safety Data Sheets (MSDS) Hazard Communication Program)
- Collection of park annual sticker, day use, and camping fees for deposit at the bank
- Serviced all park fee stations (filled with day use & camping envelopes and removal of fees)
- Public relations and park user regulations & enforcement
- Daily maintenance (bathrooms, litter, etc.) in all parks
- Kept all lodges, cabin, and bathrooms clean in all parks
- Cut and split firewood for park campgrounds
- Exchanged 2010 Silverado tool box due to broken hinges (under warranty – no charge)
- Finished closure strips and one piece of rake molding on new shelter building at Lake Noquebay Park
- Ordered 10 each (5' x 10' x 4") concrete planks and 4 each (1¼" x 25') pipe to slide them on- boat launch renovation project at Twin Creek Boat Landing
- Repaired broken rear staircase of one shelter building at McClintock Park
- Repaired loose railing on the island walkway at Goodman Park
- Several more workdays (clearing trail) by boy scouts for Eagle Scout hiking trail project at Goodman Park
- Installed 20' boardwalk across drainage on the hiking trail project at Goodman Park
- Park staff worked on the foot bridge across Swede John Creek (poured bridge abutments, set laminated stringers, laid decking, and installed steps on both ends) for the hiking trail project at Goodman Park
- Park staff installed new starter and alternator on the generator at Goodman Park
- Poured slab around well #2 & built new pumphouse for Morgan Park Campground Expansion project
- Worked with Forestry and Highway Dept. to blacktop the Morgan Park shower building parking lot
- Park staff painted parking stripes and installed rubber-coated concrete parking bumpers at Morgan Park shower building parking lot
- Installed low maintenance window sills and boxed out exposed water lines in Morgan Park shower building
- Updated final punch-list for Morgan Park shower building
- Removed beach swimming area buoys for season at Twin Bridges, Lake Noquebay & Morgan Parks
- Winterized irrigation system in picnic area at Twin Bridges Park
- Winterized beach house for the season at Lake Noquebay Park
- Hosted 5 overnight groups at Camp Bird in September (Peshtigo School, Coleman School, Emmanuel Lutheran, and Marinette Girl Scouts youth groups along with the Dean Good Family Reunion adult group)
- Stained the exterior front of the Recreation Hall lodge with the Friends of Camp Bird group
- Repaired 3 showers at Camp Bird
- Dropped off refrigerator from Hall kitchen at Camp Bird for repair (Marinette-HVAC)
- Rearranged and organized sheds for the coming winter at Camp Bird

**Erik Aleson**  
**Assistant Parks Administrator**

Parks Dept. Cash & Credit Card Receipts 2012

Month	TBC	Tents	MPC	LNP	MPL	GPLL	MRP	GP Cabin	Goodman group site	Morgan group site	Bank North Day Use	Bank North Camping	Annual Sticker	Monthly Totals	Monthly Grand Total
January - cash credit card	\$150.00 \$8,644.00		\$390.00 \$1,190.00	\$485.00 \$100.00	\$75.00 \$100.00	\$175.00 \$175.00		\$130.00 \$330.00		\$430.00 \$1,100.00	\$66.00		\$470.00	\$681.00 \$9,444.00	\$10,125.00
February - cash credit card	\$140.00 \$2,341.00		\$605.00	\$125.00 \$175.00	\$175.00 \$50.00	\$75.00		\$130.00 \$690.00		\$1,170.00 \$1,600.00			\$450.00	\$2,443.00 \$3,798.00	\$3,749.00
March - cash credit card	\$180.00 \$2,119.00		\$555.00	\$150.00	\$50.00	\$50.00		\$60.00		\$275.00			\$690.00	\$630.00 \$3,470.00	\$4,969.00
April - cash credit card	\$90.00 \$3,030.00		\$355.00	\$10.00	\$50.00	\$25.00		\$225.00		\$330.00			\$1,008.00	\$4,829.75 \$5,089.00	\$4,300.00
May - cash credit card	(\$49.00) \$3,359.00		\$1,435.00	(\$15.00)	\$50.00	\$60.00		\$390.00		\$1,170.00			\$870.00	\$3,107.35 \$5,089.00	\$10,898.75
June - cash credit card	\$4,360.00		\$55.00	\$160.00	\$225.00	\$1,020.00		(\$45.00)		\$330.00			\$610.00	\$37,825.98 \$17,627.00	\$40,052.35
July - cash credit card	(\$170.00) \$4,687.00		\$2,010.00	(\$85.00)	\$125.00	\$130.00		\$525.00		\$380.00			\$20,915.22	\$35,524.59 \$14,543.90	\$45,462.38
August - cash credit card	\$3,941.00		\$1,385.00	\$175.00	\$100.00	\$150.00		\$800.00		\$110.00			\$320.00	\$6,881.00 \$22,931.87	\$42,405.59
September - cash credit card	\$3,665.00		\$200.00	\$75.00	\$125.00	\$190.00		\$140.00		\$420.00			\$9,910.08	\$4,785.00 \$0.00	\$27,716.87
October - cash credit card														\$0.00 \$0.00	\$0.00
November - cash credit card														\$0.00 \$0.00	\$0.00
December - cash credit card														\$0.00 \$0.00	\$0.00
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Camping Total: (Incl. Bank North)	\$34,387.00	Tents Total:	\$25.00	Lodges Total:	\$1,005.00	GP Cabin Total:	\$895.00	Group Sites Total:	\$860.00	Annual Stickers & Day Use:	\$25.00	\$4,385.00	\$3,300.00	\$4,385.00	\$65,386.95
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Total to Date: \$189,668.94															

TBC - Twin Bridges Camping  
 MPC - Morgan Park Camping  
 LNP - Lake Noquebay Park Lodge  
 MPL - Morgan Park Lodge  
 GPLL - Goodman Park Large Lodge  
 MRP - Menominee River Park  
 GP Cabin - Goodman Park Cabin

Parks Dept. Cash & Credit Card Receipts 2011

Month	TBC	Tents	MPC	LNP	MPL	GPLL	MRP	GP Cabin	Goodman group site	Morgan group site	Bank North Day Use	Bank North Camping	Annual Sticker	Monthly Totals	Monthly Grand Total
January - cash	(\$85.00)		\$145.00	\$50.00	\$125.00						\$28.35	\$60.00		\$323.35	
credit card	\$6,848.00		\$700.00	\$75.00		\$75.00								\$7,026.00	\$8,151.35
February - cash	\$82.00		\$160.00	\$105.00										\$493.00	\$6,151.35
credit card	\$2,834.00		\$575.00	\$75.00		\$50.00								\$3,539.00	\$4,167.00
March - cash					\$100.00										
credit card	\$3,314.00		\$680.00	\$105.00		\$135.00								\$4,239.00	\$5,445.00
April - cash	\$82.00		\$50.00	\$125.00										\$257.00	\$5,445.00
credit card	\$2,611.00		\$570.00	\$125.00		\$50.00								\$3,356.00	\$4,879.00
May - cash															
credit card	\$3,617.00		\$1,065.00	\$50.00		\$235.00								\$4,952.00	\$9,375.00
June - cash	\$80.00	\$25.00	\$55.00											\$160.00	\$9,375.00
credit card	\$4,045.00		\$1,760.00			\$75.00								\$5,945.00	\$32,193.71
July - cash	\$82.00		\$635.00											\$717.00	\$43,332.29
credit card	\$6,922.00		\$1,635.00			\$50.00								\$8,612.00	\$49,844.29
August - cash	\$54.00		\$715.00	\$80.00	(\$20.00)	\$55.00								\$1,084.00	\$43,823.50
credit card	\$4,151.00		\$1,800.00			\$100.00								\$5,051.00	\$6,036.00
September - cash	\$18.00		\$100.00											\$118.00	\$6,036.00
credit card	\$1,092.00		\$1,000.00			\$100.00								\$2,192.00	\$49,859.50
October - cash															
credit card															\$22,984.33
November - cash															
credit card															
December - cash															
credit card															
<b>Totals</b>	\$34,749.00	\$25.00	\$8,350.00	\$940.00	\$730.00	\$305.00	\$45.00	\$4,255.00	\$1,140.00	\$1,430.00	\$62,988.77	\$60,230.41	\$3,591.00	\$186,779.18	\$186,779.18
<b>Camping Total:</b>															
(incl. Bank North)	\$111,329.41	\$25.00		\$2,020.00		\$4,255.00		\$2,570.00		\$66,579.77					

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