



# Tuscola County Parks & Recreation Commission

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## MINUTES OF THE MARCH 2ND 2021 MEETING OF THE TUSCOLA COUNTY PARKS AND RECREATION COMMISSION

Tuesday, March 2, 2021 – 2:30 p.m.

Virtual meeting as per Public Act 254 of 2020

Meeting ID: [meet.google.com/nqs-cvta-bkp](https://meet.google.com/nqs-cvta-bkp)

**Roll call:** Terri Lynn Eden, Steve Erickson, Cynthia Kapa (Planning Commission), Ben Kasper, Bob Mantey (Drain Commissioner), Julie Matuszak (Designated Road Commissioner), Robert McKay (Chairman), Jerry Peterson (Vice Chairman), Kim Vaughan, (Tuscola County Board of Commissioners).

**Excused Absence(s):** -- none --

**Call to order:** With quorum present consisting of Terri Lynn Eden in Columbia Township MI, Steve Erickson in City of Caro MI, Julie Matuszak in Ellington Township MI, Robert McKay in Tuscola Township MI, Gerald Peterson in Tuscola Township MI, the March 2nd meeting of the Tuscola County Parks and Recreation Commission was called to order at 2:34 pm by Chairman McKay.

**Others present:** Mike Miller, Director of Tuscola County Buildings and Grounds Department as well as Pam Shook, Host of Vanderbilt County Park and Campground.

**Approval of agenda:** Approval of amended agenda including “disc golf” in capital improvement schedule discussion moved by Erickson, supported by Eden, and passed unanimously.

**Approval of minutes:** Approval of Minutes of February 2, 2021, meeting moved by Erickson, supported by Matuszak, and passed unanimously.

**Public comments:** Park Host Pam Shook expressed the following:

- a) that the expense incurred by the county for the per diem costs in maintaining the Tuscola County Parks and Recreation Commission was excessive;

- b) that the Tuscola County Parks and Recreation Commission doesn't accomplish anything at its meetings and that the number of annual meetings should be reduced to a few times per year or every other month at the most;
- c) that she did not wish to receive her own per diem payments.

**Review of correspondence(s) received, and/or relevant action(s) by the Tuscola County Board of Commissioners:**

*Consent Agenda Resolution - 2021-M-026 Motion by Vaughan, seconded by Young that the Consent Agenda Minutes and Resolution from the February 8, 2021 Committee of the Whole Meeting be adopted. Roll Call Vote: DuRussel - yes; Grimshaw - yes; Young - yes; Vaughan - yes; Bardwell - yes. Motion Carried*

*Agenda Reference: A*

*Entity Proposing: COMMITTEE OF THE WHOLE 2/08/21*

*Description of Matter: Move to approve the Purchase Agreement with the State Land Bank Authority to purchase real property located in the Township of Indianfields, County of Tuscola. Described in County Resolution 2020-7 as Parcel B, Parcel C and Parcel A-1 (Part of parcel no. 013-020-100-0600-01). Also, all appropriate signatures are authorized.*

*Old Business - State Land Bank Communication: Clayette Zechmeister provided information to the Commissioners that was submitted by Jim Tischler from the State Land Bank regarding the acquisition of the property near the state land. Commissioner Bardwell would like the matter added to the February 22, 2021 Committee of the Whole meeting under old business.*

**Correspondence:**

– none --

**Media coverage & other items related to parks and recreation:**

– none --

**Reporting of outside meetings and/or other official activity:**

Report by Terri Lynn Eden on her continued interaction with ISD regarding matters pertaining to brochures, art, and web page for Tuscola County Parks and Recreation Commission in general and Vanderbilt County Park and Campgrounds specifically:

- a) that a FaceBook page called Friends of Vanderbilt Park had been created as well as one for Friends of Tuscola County Parks and Recreation;
- b) that the notion of preparing printed brochures had been retracted following further consideration and discussion with the ITSD;
- c) that design of art work and such by ITSD students will continue.

# Vanderbilt Special Revenue Account

02/12/2021 08:35 AM  
 User: TCACONDR  
 DB: Tuscola County

REVENUE AND EXPENDITURE REPORT FOR TUSCOLA COUNTY  
 PERIOD ENDING 01/31/2021

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GL NUMBER	DESCRIPTION	END BALANCE	2021		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED
		12/31/2020 NORM (ABNORM)	ORIGINAL BUDGET	2021 AMENDED BUDGET	01/31/2021 NORM (ABNORM)	MONTH 01/31/21 INCR (DECR)	BALANCE NORM (ABNORM)		
Fund 208 - COUNTY PARKS & RECREATION									
Revenues									
Dept 000 - CONTROL									
208-000-651.100	VANDERBILT PARK CAMPING FEES	20,241.00	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00	
208-000-652.000	VANDERBILT PARK- PARKING FEES	891.78	7,500.00	7,500.00	902.00	902.00	6,598.00	12.03	
208-000-699.101	TRANSFERS IN - GENERAL	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
208-000-699.244	TRANSFER IN EQUIPT/CO ALLOCATI	35,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total Dept 000 - CONTROL		71,132.78	19,500.00	19,500.00	902.00	902.00	18,598.00	4.63	
TOTAL REVENUES		71,132.78	19,500.00	19,500.00	902.00	902.00	18,598.00	4.63	
Expenditures									
Dept 000 - CONTROL									
208-000-707.000	PARKS COMMISSION PER DIEMS	2,190.00	1,600.00	1,600.00	210.00	210.00	1,390.00	13.13	
208-000-715.000	F.I.C.A.	166.98	0.00	0.00	15.32	15.32	(15.32)	100.00	
208-000-718.000	RETIREMENT	8.00	0.00	0.00	2.00	2.00	(2.00)	100.00	
208-000-718.100	POB IN LIEU OF RETIREMENT	82.27	0.00	0.00	22.47	22.47	(22.47)	100.00	
208-000-727.100	VANDERBILT PARK - SUPPLIES	992.70	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
208-000-801.100	CONT. SVCS VANDERBILT PARK	5,534.20	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00	
208-000-801.200	TREE TRIMMING/REMOVAL	0.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	
208-000-861.000	TRAVEL	566.53	700.00	700.00	0.00	0.00	700.00	0.00	
208-000-920.100	UTILITIES VANDERBILT PARK	7,920.28	6,500.00	6,500.00	234.37	234.37	6,265.63	3.61	
208-000-936.100	GROUNDS CARE/MAINT VANDERBILT	947.28	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	
208-000-970.100	VANDERBILT PARK RENOVATIONS	76,381.56	0.00	0.00	0.00	0.00	0.00	0.00	
Total Dept 000 - CONTROL		94,789.80	19,800.00	19,800.00	484.16	484.16	19,315.84	2.45	
TOTAL EXPENDITURES		94,789.80	19,800.00	19,800.00	484.16	484.16	19,315.84	2.45	
Fund 208 - COUNTY PARKS & RECREATION:									
TOTAL REVENUES		71,132.78	19,500.00	19,500.00	902.00	902.00	18,598.00	4.63	
TOTAL EXPENDITURES		94,789.80	19,800.00	19,800.00	484.16	484.16	19,315.84	2.45	
NET OF REVENUES & EXPENDITURES		(23,657.02)	(300.00)	(300.00)	417.84	417.84	(717.84)	139.28	
BEG. FUND BALANCE		31,534.18	31,534.18	31,534.18	31,534.18				
NET OF REVENUES/EXPENDITURES - 2020					(23,657.02)		(23,657.02)		
END FUND BALANCE		7,877.16	31,234.18	31,234.18	8,295.00				

## Old Business:

- 1) Report by Chairman on matters pertaining to area along Cass River off Chambers and Washburn Roads and Tuscola County acquisition of same from Michigan Land Bank Fast Track Authority;
  - a) that the deed transferring this land along the Cass River from the Michigan Fast Track Land Bank Authority had already been signed and was "in the mail";
  - b) that should the quit claim deed arrive before the meeting minutes were prepared, a copy of the quit claim deed would be included in the March 2 meeting minutes.
  
- 2) Report by Steve Erickson on progress in preparing new Parks and Recreation Commission Master Plan;
  - a) that the Tuscola County EDC had prioritized various grant programs related to Covid-19 relief matters above other tasks that could be postponed;
  - b) that the Tuscola County EDC should now be able to focus on the Parks and Recreation Master Plan and expects to soon seek public input.

- 3) Continued discussion on Capital Improvement Schedule – previous version presented as example of what needs to be produced and items that would be carried over to new capital improvement schedule;
  - a) Terri Lynn Eden had emailed out information on playground equipment a day or so prior to the meeting and mentioned that she had included vendor link information provided Nancy Barrios and Robert McKay;
  - b) Terri Lynn Eden went on to provide general cost information pertaining to playground structures and concluded by saying that in addition to the actual cost of any structure purchased, there are also costs for site preparation, delivery, and assembly.
  - c) Terri Lynn Eden suggested the commission consider working disc golf into future plans of the commission with some general discussion by commissioners following;
  - d) Chairman McKay mentioned that with the acquisition of the new park property along the Cass River, matters pertaining to that must also be included in the new Parks and Recreation Master Plan – a canoe-kayak launch and parking lot being one example;

*At some point in this portion of the meeting, Mike Miller, acting as technical moderator of the meeting, informed the Chairman that Steve Erickson had disconnected from the virtual meeting which left Terri Lynn Eden, Julie Matuszak, Chairman Robert McKay, and Vice Chairman Gerald Peterson still connected and participating.*

- 4) Discussion on matters pertaining to survey of Vanderbilt County Park and Campground's western boundary;
  - a) that determination of the boundary was "in progress" by Advance Surveying;
  - b) that any discussion of replacing boundary posts along any and all of the park roadways would be held in abeyance until any realignment of Bath Road as a parkway road was completed;
  - c) mention was made by Chairman McKay that he was of the opinion that there would need to be a realignment of Bath Road as a park roadway after the western boundary of Vanderbilt County Park and Campground is completed by Advance Surveying and the Board of Commissioners has reviewed the results for future action on that matter.
  - d) Chairman McKay made reference to the multiple of past deed conveyance, plats, court decisions, and similar Vanderbilt Park documents he had sent to members for review prior to the meeting and his plans for having them posted on the Parks and Recreation Commission web site as general reference documents;

## **New Business:**

- 1) Revision of meeting schedule to third Wednesday of the month at 1:30 pm moved by Peterson and supported by Matuszak.

*During discussion of the motion, Chairman McKay abruptly and unexpectedly lost his internet connection and therefore became disassociated from the meeting in progress. With the sudden and unexplained absence of the Chairman, Vice Chairman Peterson took charge of the meeting. In as much as there was no longer a quorum present, he suggested that the meeting was over.*

*In about five minute's time, Chairman McKay returned to the virtual meeting through an alternative telephone connection. In as much as Lynn, Matuszak, and Peterson were all still connected and present, Chairman McKay continued with the meeting, unaware that anything*

*had transpired during the time he was disconnected. Continuing where the meeting had been when he was disconnected, the Chairman called a roll call vote on the motion and the measure passed unanimously.*

*As the Chairman was about to declare that the next meeting of the Tuscola County Parks and Recreation Commission would be in accordance with the new meeting schedule that had just been passed unanimously, Pam Shook took issue with that action in as much as the meeting had been adjourned by the Vice Chairman by virtue of “lack of a quorum”. Unaware of any such action by the Vice Chairman, the Chairman stated that a quorum had been restored upon his return and therefore the vote was legitimate and the measure had passed.*

*Pam Shook continued with her description of what had transpired during the Chairman’s brief absence and insisted that the meeting once declared adjourned for lack of a quorum could not be brought back into session with the return of the Chairman even though his presence provided for a quorum being restored. The point of objection was raised only by Pam Shook and not by any of the members of the commission who had moments before engaged in voting on the measure.*

*Being uncertain of what had actually transpired during his brief absence, the Chairman was willing to err on the side of caution and leave the current meeting schedule in place with is intention to then be to take up the meeting schedule again at the April meeting of the Parks and Recreation Commission in spite of the fact that he felt the new schedule had been approved moments before.*

*(The significant difference between the two meeting schedules was that the meeting date would move from Tuesday, April 6 (the first Tuesday) to April 22 (the third Wednesday) with the meeting time changing from 2:30 pm to 1:30 pm).*

### **Adjournment:**

Given the state of uncertainty as to whether the meeting had been adjourned earlier for lack of a quorum during the absence of the Chairman. or whether the meeting was still in session upon his return (with a reconstituted quorum), at 4:04 pm Chairman McKay accepted a motion for adjournment from Julie Matuszak which was supported by Gerald Peterson, and passed unanimously.

### **Announcement of next scheduled meeting:**

The next scheduled meeting of the Tuscola County Parks and Recreation Commission is the April 2020 monthly meeting to take place on Tuesday, April 6, at 2:30 pm in the Commissioners’ Board Room of the H.H. Purdy Building located at 125 W. Lincoln Street in Caro MI.

### **Tuscola County Parks & Recreation Commission Mission Statement**

*The mission of the Tuscola County Parks & Recreation Commission is to advise the Tuscola County Board of Commissioners on matters of policy and practice pertaining to the encouragement, establishment, and provision of recreational opportunities for residents of, and visitors to, Tuscola County.*