

OSCEOLA COUNTY PARKS COMMISSION

Parks Meeting

March 13, 2018

The Osceola County Parks Department Parks Commissioner meeting was called to order at 5:45 p.m. by Commissioner Tiedt. The pledge to the Flag and Prayer was offered.

Roll call: Commissioners Tiedt, Gregory, Maturen, Wemple, Thompson and Elkins were present.

Also, present: Office personnel: Director - Carl Baumgras and Bookkeeper - Julie Homan, Rose Lake Park: Denise & Brian Robertson; Crittenden Park: Richard Cook

Brief Public Comment: None received.

Motion by Commissioner Wemple, supported by Commissioner Gregory to approve the claims as presented in the amount of \$4,248.86. Roll call vote carried with 6 yes votes.

Old Business:

- a. A report was given by the Parks Director.
- b. A report was given on the revenues and expenditures by the bookkeeper.
- c. Wage schedules, personnel requirements and positions for the parks personnel was reviewed.
 - a. A park employee wage scale was reviewed with the following motion. **Motion by Commissioner Elkins, supported by Commissioner Maturen to replace the wage scale report of 2015 with the report for 2018. Roll call vote carried with 6 yes votes.**
 - b. A report on the 2018 Parks Internship position was received.
 - c. A report on the Part Time Hourly positions was received.
 - d. A report on volunteers and non-paid positions was received with the following motion. **Motion by Commissioner Gregory, supported by Commissioner Wemple to replace the Volunteer and Non-Paid Worker Policy dated 2014 with the 2018 policy. Roll call vote carried with 6 yes votes.** A request was received for the part policies to be numbered and dated in the future.
- d. Deed paperwork from the purchase of the Birtle's property description was received and reviewed.
- e. The 5 Year Plan and Report on Projected Plan for improvements was received and reviewed.
- f. A report on Park Commission Board Appointment was received.

New Business:

- a. Policy update report was received and reviewed.
 - a. Cancellation/Refund policy reviewed and tabled until next meeting.
 - b. Security Cameras and MiFi policies were reviewed and tabled until next meeting.
 - c. Camping Reservation policy was reviewed and updated. **Motion by Commissioner Wemple, supported by Commissioner Gregory to replace the Camping Reservation policy dated 2014 with the 2018 policy. Roll call vote carried with 6 yes votes.**
- b. A price quote summary for the park sanitary supplies needed was received and reviewed. **Motion by Commissioner Gregory, supported by Commissioner Thompson to place orders with Lansing Sanitary for \$3,610.52, Integrity for \$773.19, Smith Lumber for \$418.64, LeRoy Hardware for \$171.24 and Marion Lumber for \$308.20 for the purchase of sanitary supplies needed for 2018. Roll call vote carried with 6 yes votes.**
- c. A price quote summary for the park annual passes was receive and reviewed. **Motion by Commissioner Gregory, supported by Commissioner Thompson to place an order from Allegra Printing for \$328.44 to purchase 3000 annual passes. Roll call vote carried with 6 yes votes.**
- d. A price quote summary for phone services was presented and reviewed. Table until Finance meeting April 3, 2018.
- e. A price quote summary for garbage disposal was tabled until Finance meeting April 3, 2018.
- f. Winter Ice liability findings was received and reviewed.
- g. Requests for military and veteran discount services were received. This will be tabled until the next parks commission meeting.

Other Business: The need for an additional worker site at Crittenden Park was received. **Motion by Commissioner Elkins, supported by Commissioner Thompson to use site 47 as a workers site at Crittenden Park for the 2018 season only and address this later for 2019. Roll call vote carried with 6 yes votes.**

Employee/Board Comments: none given.

Extended Public Comments: None.

Moved by Commissioner Gregory, seconded by Commissioner Wemple to adjourn at 7:35 p.m. The motion carried with 6 yes votes.

Julie K. Homan, Bookkeeper

Alan Tiedt, Chairman

Draft until approved at next Parks Commission meeting