

COBB-HIGHLAND RECREATION COMMISSION

Minutes from November 8th, 2023

MEMBERS PRESENT: Al Kosharek, Al Linscheid, Gail Richgels, Laura Anderson, Tom Jenks, Dan Baker, Bret Barr, and John Kreul

MEMBERS ABSENT: Ryan Shemak, Vacant (Mary Foley Resignation)

ALSO PRESENT: Tom Michek, Park Manager
Morgan Shemak, Assistant Park Manager
Lisa Riley, Bookkeeper
Darrell Kreul and Don Leix

Meeting notice was legally posted.

Meeting was called to order by Al Kosharek at 7:00pm

Public Input – Tom Michek reported that Ryan Shemak had contacted him and was unable to attend tonight's meeting, due to his work schedule. Lisa Riley informed the Commission that Steve Holmes was appointed at the Village of Cobb Board meeting this evening, to replace Mary Foley.

Review and Approve Minutes – Minutes from the October 2023 meeting were reviewed. A motion was made by Bret Barr, seconded by Dan Baker to approve the meeting minutes. Motion carried by unanimous vote.

Treasurer's Report - The Quarterly Treasurer's reports for July, August and September 2023 and October, 2023 monthly report were presented. A motion was made by Al Linscheid, seconded by Dan Baker, to approve all the Treasurers Reports, as presented. Motion carried by unanimous vote.

It was reported that the office will be integrating over to the new CampLife software starting December 1st. Annual stickers will be available for sale on December 1st. Annual stickers sold from December 1st-31st will be accounted for on the February audit as 2023 sales of 2024 stickers. Camping fees will not be charged in December.

Tom Michek reported that we will be receiving an invoice from Collins & Hying for the gas water heater that was installed at the beach over a year ago in October, which has not yet been billed out. The invoice paid to Collins and Hying was for the furnace and air conditioning unit installed at the office. The amount paid was the proposed amount.

Maintenance/Equipment

- **Review/Approve Beach Retaining Wall Bids** – Tom Michek explained there was a large bid discrepancy between Kevin Wienkes versus Rule Construction for the beach retaining wall. After reviewing further details with both contractors, a bid was not received from Rule Construction. Mike Bisbach had informed Tom Michek that Rule had just signed two big jobs. Kevin Wienkes' bid stayed the same. Lane Eggers looked at the project, but did not submit a bid. Blackhawk Lake will buy the brick and contract the labor. Kevin Wienkes' bid is approximately \$7,900 and the block cost \$4,500 for a total cost of \$12,400. Blackhawk Lake is receiving an \$8,000 grant from the County, leaving the total out of pocket project cost paid by Blackhawk Lake to be about \$5,000.
 - A motion was made by Dan Baker that we accept the bid from Kevin Wienkes for the beach retaining wall, seconded by Al Linscheid. Motion carried by unanimous vote.

- **Review/Approve Office Computer Updates** – Morgan Shemak reviewed the computer updates proposal, received from TC Networks for approximately \$4,000. With the new CampLife reservation system, a new credit card machine and cash drawer/printer will be needed. These items will need to be integrated into the computer system. The consensus of the Commission was that it would work best to upload all the new programs onto a new system from the start. In the past, Blackhawk Lake has not worked with a specified IT provider and has used available individuals. With the new reservation system and changing software needs, it is being requested to work with an IT provider, such as TC Networks. Hunter Aide currently works with TC Networks and has provided the information requested.
 - A motion was made by Dan Baker motioned that we approve the computer update proposal from TC Networks, as presented seconded by Al Linscheid. Motion carried by unanimous vote.
 - Al Kosharek asked if they knew how upgrades would be handled by TC Networks in the future – are they included with their contract or is there an additional fee. Morgan will check with TC Networks on this issue.

Other Information

- The Lions Club did a nice job on the cement project down by the beach pavilion area. The backfill work will be done by Blackhawk Lake personnel. Tom Michek is hoping to get the backfilling done yet this fall.
- The demo on the shower house is to start tomorrow morning.
- Tom Michek stated he is hoping to turn on water at the Dump Station for the weekend, due to the predicted warmer temperatures so the Dump Station will be available for the fishermen.
- Tom and Morgan are dealing with a homeless family that have been camping at the park and the need to have them move on with water being turned off at the park.

Set date/location for Christmas Party

- The Christmas Party was tentatively scheduled for Friday, January 19, 2024 to be held at Tower Junction (1st choice) or Crossroads (2nd choice). Morgan and Tom will check into availability of the facilities.
- There is no monthly meeting held in January.

Next Meeting Date –The next meeting date will be December 13th, 2023 at 7:00pm

Adjournment - A motion was made by Al Linscheid, seconded by Gail Richgels, to adjourn the meeting. The motion carried and the meeting adjourned at 7:37 pm.

X

Commission Secretary

X

Commission Clerk