

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, January 9, 2018**

I. CALL TO ORDER

The January 9, 2018 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:00 p.m. by Chairperson Bower at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Diane Baker
Roger Bower
Anne Loncar
Dennis Omell
Angela Spicer
Jean Vallad

Staff Present

Sarah Richmond

Others Present

Commissioners Absent:

Rich Parke with notification

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Vallad moved to accept the agenda as amended, adding New Business, B. Joint Meeting Memo from Clerk Moreau. Supported by Chairperson Bower. Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 6-0 vote.

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes-December 12, 2017 with Additional Disbursements of \$3,321.35 for the Parks & Recreation Fund and \$300.00 for Trust & Agency
- B. Receipt of Activities Report for December
- C. Receipt of Progress Report for December
- D. Receipt of Natural Resource Manager December Monthly Report
- E. Approval to Purchase Two Budgeted Computer Towers
- F. Receipt of Fifty Plus Active Adults January and February Newsletter
- G. Approval of 2018 Programs and Events Schedule

Receipt of Communications

Commissioner Loncar moved to accept the consent agenda as presented. Supported by Commissioner Omell. Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 6-0 vote.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Discussion of Meal Reimbursement While at MParks Annual Conference

Director Richmond stated that the MParks Annual Conference is being held in Detroit and she, Kathy VanGilder and Becca Sawade are registered for Wednesday, February 7th and Thursday, February 8th. She stated that since they were only registered for just two days it didn't make sense to pay the higher registration price which included meals. It also didn't make sense to pay for the meal tickets because just one lunch ticket is \$45 per person. She stated that her staff has never been reimbursed for meals when attending conferences. The Township has a policy that every time a staff member attends a conference, they ask for meal reimbursement and the per diem is currently \$50 per day. She is requesting an amount to be reimbursed of \$50 per day for each employee attending the conference and alcohol is not reimbursable.

Commissioner Loncar suggested that it should not be limited to just "meals". The \$50 per day should also include coffee, water, etc.

Director Richmond asked if they should call it meals and incidentals.

Commissioner Loncar agreed.

Commissioner Vallad suggested that they get a paid overnight stay.

Commissioners and Director Richmond discussed overnight stay at the conference and the cost of the room stay.

Commissioner Baker moved to approve the request for the meal reimbursement that would include meals and incidentals at \$50.00/day/per person and approving overnight stay for Tuesday and Wednesday for a cost not to exceed \$700 for lodging. Supported by Commissioner Vallad. Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 6-0 vote.

B. Joint Meeting Memo from Clerk Moreau

Director Richmond stated that the memo indicated that the Township Board would like to schedule a Joint Meeting with the Park Commission before they start the budgeting process. At this meeting the discussion would include priorities and insuring lines of communication are open between the two Boards. She asked the Park Commissioners for their thoughts on when to schedule this meeting and she provided proposed dates.

Commissioners confirmed that they would like the Joint Meeting to be held on Tuesday, April 10, 2018 at 6:00 pm which would be prior to the Regular Park Commission meeting. They added that 5:30 pm would also work. Director Richmond added that she would provide the information to Clerk Moreau and she would report back to the Park Commission.

Commissioner Vallad moved to table this agenda item until the Regular Meeting in February 2018 so that more information can be provided. Supported by Commissioner Loncar. Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 6-0 vote.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Baker moved to approve the January bills list totaling \$4,154.08 and Trust in Agency \$150.00. Supported by Commissioner Omell. Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 6-0 vote.

X. COMMITTEE REPORTS

None

XI. PUBLIC COMMENT

XII. COMMISSIONER COMMENT

Commissioner Baker stated that she wanted the staff to have a good time at the conference and to bring back a lot of useful information. She thanked the staff for the good work.

Chairperson Bower wished everyone a Happy New Year.

Commissioner Omell stated that he is looking forward to the spaghetti dinner.

Director Richmond stated that she has flyers available and they are also in need of baked sale goodies.

Commissioners discussed volunteer efforts for the spaghetti dinner.

Commissioner Omell stated that February 24th will be Polar Bear Dip at the Mill Pond.

Director Richmond stated that Holly Education Foundation is sponsoring the Polar Plunge event at the Hart Community Center and it is to raise funds for the Holly Area Schools.

XIII. ADJOURNMENT

Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:20 pm. Supported by Commissioner Baker. Vote

**on the motion: Yes: Baker, Bower, Loncar, Omell, Spicer, Vallad; No: None; Absent: Parke.
The motion carried by a 6-0 vote.**