

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, February 12, 2018**

I. CALL TO ORDER

The February 12, 2018 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:01 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

Roger Bower
Anne Loncar
Dennis Omell
Rich Parke
Angela Spicer

Staff Present

Sarah Richmond

Others Present

Commissioners Absent:

Diane Baker with notification
Jean Vallad with notification

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Omell moved to accept the agenda as presented. Supported by Commissioner Spicer. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer; No: None; Absent: Baker, Vallad. The motion carried by a 5-0 vote.

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes-January 8, 2018 with Additional Disbursements of \$7,826.42 for the Parks and Recreation Fund and \$150.00
- B. Receipt of Activities Report for January
- C. Receipt of Financial Summaries
- D. Receipt of Progress Report for January
- E. Receipt of Natural Resource Manager January Monthly Report
- F. Receipt of December Budget Before Audit Budget Reports
- G. Approval of Request for Master Plan Update
- H. Approval of Date for Joint Meeting in April with Township Board

Receipt of Communications

Commissioner Parke asked for additional clarification on the charge for CDW Government. Director Richmond answered that these were two new computer towers that were budgeted for and approved at the January meeting.

Commissioner Parke asked about the charge to RC Systems.

Director Richmond replied that this is the service contract for RecPro which is an annual charge for service and updates.

Chairperson Bower asked if everyone was aware that they were approving the joint meeting in April.

Commissioners responded yes.

Commissioner Loncar moved to accept the consent agenda as presented. Supported by Commissioner Omell. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer; No: None; Absent: Baker, Vallad. The motion carried by a 5-0 vote.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Discussion of Electrical Repairs at the Hart Community Center and Neighbor for Neighbor

Director Richmond stated that some of these repairs became apparent after staff did their own assessment prior to the MIOSHA inspectors visit. The majority came out with the MIOSHA visit. MIOSHA is coming out on March 8, 2018 to provide electrical training for all Township staff including all departments and at that time, she would like to make them aware that contracts have been awarded and the items were being resolved. She summarized bids from Cloverleaf and LA Electric. Her recommendation is to go with Cloverleaf because their price is lower. This is an unbudgeted item but a necessary item.

Commissioner Parke moved to follow the Director's recommendation as noted in her February 5, 2018 memo to engage Cloverleaf Electric to complete the necessary work in the approximate amount of \$1,100.00. Supported by Commissioner Loncar.

Director Richmond stated that last Thursday, February 8th the high-water alarm went off in the building which meant that something is going on with the septic tanks. Staff checked the tanks and all the switches and it the theory was that it was something wrong with the pump. Unfortunately, due to the weather the plumbing company could not come out until today. The plumbing company determined that the pump was no longer working and needed to be replaced. The pump was replaced at a cost of a little over \$1,300. This pump was at least 20 years old if not older. Director Richmond stated that when the electrician was on site doing the rest of the electrical work she was going to have him look at the septic tank alarm box inside the center because one of the switches is not working properly.

Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer; No: None; Absent: Baker, Vallad. The motion carried by a 5-0 vote.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Omell moved to approve the February bills list totaling \$3,015.06 and Trust in Agency \$65.00. Supported by Commissioner Parke. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer; No: None; Absent: Baker, Vallad. The motion carried by a 5-0 vote.

X. COMMITTEE REPORTS

None

XI. PUBLIC COMMENT

Director Richmond stated that there will be some necessary purchases over the next couple of months to become compliant with MIOSHA guidelines. She summarized those purchases.

XII. COMMISSIONER COMMENT

Commissioner Parke apologized for missing the last two meetings and he provided a summary of his activities.

Commissioner Omell commented that the spaghetti dinner was great and there was a good turnout.

Commissioner Loncar commented that the Department did a nice job on snow removal.

Commissioner Spicer commented that the Department did a good job on the spaghetti dinner.

XIII. ADJOURNMENT

Chairperson Bower moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:23 pm. Supported by Commissioner Omell. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer; No: None; Absent: Baker, Vallad. The motion carried by a 5-0 vote.