



**Call to Order:** Supervisor Moreau called the June 15, 2021 Meeting of the Springfield Township Board and Springfield Township Library Board to order at 6:00 p.m. at the Springfield Township Civic Center, 12000 Davisburg Rd., Davisburg, MI 48350.

**Roll Call:**

**Board Members Present**

Laura Moreau	Township Supervisor
Sean Miller	Township Clerk
Jamie Dubre	Township Treasurer
Marc Cooper	Township Trustee
David Hopper	Township Trustee
Jason Pliska	Township Trustee
Dennis Vallad	Township Trustee

**Library Board Members Present**

Kristine Bower	Chairperson
Kathleen Rollins	Secretary
Mary Bell	Board member
Ruth A. Gruber	Board member
Sandra Marohn	Board member
Joan Rusch	Board member

**Others present:**

Cathy Forst, Library Director  
Jerry David, Property Manager  
Chris Benedict, IT Administrator  
Mike Losey, Natural Resources Manager

**New Business:**

**1.) Overview of Library Activities & New Services**

Director Forst noted that the Springfield Township Library was one of the only libraries in the area that were open during the pandemic. She then summarized new Library activities and services including curbside pickup, Wi-Fi improvements, summer reading program, new neighborhood story time program, staffing changes, history of Tiger's Stadium presentation, and Fall Cemetery tours. Director Forst noted that overdue fines will be reinstated effective July 1, 2021. Treasurer Dubre noted that American Rescue Plan Act funds can be used to recoup lost revenue of overdue fines.



## **2.) Master Plan Update/Senior Services Master Plan**

Supervisor Moreau discussed the Master Plan update and how the needs of an aging population will be addressed from a land use perspective through this process. Some ideas to improve senior services in the community were offered by meeting participants. Board Member Bower suggested a “needs analysis” and it was discussed favorably. Supervisor Moreau will follow up with the Planning Consultant for help guiding a Senior Services Master Plan process.

## **3.) Maintenance Facility Planning Update**

Supervisor Moreau discussed plans for the maintenance facility and noted that due to budgetary concerns, the proposed maintenance facility on the Civic Center Grounds was abandoned, and improvements have been made to the old Fire Station 1 (700 garage) instead.

## **4.) Civic Center Parking Lot Repaving/Carport Installation**

Supervisor Moreau summarized plans for repaving of the Civic Center parking lots and entry drive as well as installation of a carport in the lower parking lot and the addition of parking spaces to the lower parking lot. She noted that there may be some building closures while this project is underway but that the project will occur in phases with the lower parking lot likely being the first phase in order to accommodate residents making tax payments. She further noted that this project is likely to start in August, 2021, after the summer reading program event.

## **5.) Civic Center Landscape Improvements**

Natural Resources Manager, Mike Losey discussed native and non-native vegetation in the Civic Center landscaping. Supervisor Moreau discussed other landscaping improvements that have been implemented around the Civic Center property since the Civic Center’s development. Supervisor Moreau reiterated Springfield Township’s commitment to expanding the management and cultivation of native plants on the Civic Center property and in the Shiawassee Basin Preserve.

Board Member Rollins voiced concerns regarding light pollution and Property Manager, Jerry David summarized ongoing efforts to reduce the light pollution on the Civic Center property without compromising safety.



## **6.) Email Security Breach**

IT Administrator, Chris Benedict summarized the email security breach and the steps taken to mitigate such issues and secure information in the future. Clerk Miller noted that the situation was not an issue with the Township's cyber security but rather a "perfect storm" of events that occurred and an honest mistake that was made by an employee.

## **7.) Civic Center Agreement Review and/or Comment**

Supervisor Moreau noted that the last update to the cost-sharing agreement was done in 2018. Treasurer Dubre proposed changes to the agreement regarding sharing the costs of the telephone system which has the library paying 15.5% of base and an additional % based on call volume. We have been charging only 13.5% which is based on volume only which we will continue through 2021. Begin charging based on the amendment discussed which is call volume along with charges for internet and firewall as provided in handout starting in 2022. These changes were discussed favorably.

Supervisor Moreau noted that the Township is looking into outsourcing snowplowing and addressed the cost sharing of the Property Manager's salary and benefits.

Clerk Miller noted that the agreement states that "representatives of the Township and the Library will meet at least twice a year to discuss items of mutual concern" but this does not seem to be the current practice. Supervisor Moreau noted that it doesn't necessarily mean a formal joint meeting. An amendment to include a provision requiring at least one joint meeting per year was discussed favorably.

## **8.) Other Township Projects & Priorities**

Supervisor Moreau summarized plans to improve access to the Hartman Property as well as the installation of a new pathway along Dixie Highway.

## **9.) Public Comment**

None

**Adjourned:** 7:22 pm