

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, June 13, 2006**

I. CALL TO ORDER

The June 13, 2006, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:01 p.m. by Commissioner Hyer at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Diane Baker
Pat Deweese
Ron Hudson
Kelly Hyer
Dot LaLone
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Commissioners Absent

Rich Parke (absent with notification)

IV. AGENDA REVISIONS AND APPROVAL

A. Under "Treasurer's Report," (B) 2006 Budget

Commissioner Vallad moved to accept the agenda as revised. Commissioner Vallad was supported by Commissioner Baker. The motion carried unanimously by 6-0 vote.

V. PUBLIC COMMENT

None.

VI. CONSENT AGENDA

- A. Approval of Regular Meeting Minutes – May 9, 2006 with Additional Disbursements of \$6,297.88 for Parks and Recreation Fund; \$3,762.88 for Shiawassee Basin Preserve Fund and \$550.00 for Trust & Agency.
- B. Receipt of Director’s Report for May
- C. Receipt of Financial Summaries
- D. Receipt of April Budget Printouts
- E. Receipt of Township Board Meeting Minutes for March 13, 2006 & April 13, 2006
- F. Receipt of Tentative June Calendar of Events
- G. Receipt of Fax from Michigan Townships Association
- H. Receipt of Letter re: Holly Safety Expo

Commissioner Baker moved to accept the consent agenda as revised with total additional disbursements in the amount of \$6,297.88 for the Parks and Recreation Fund; \$3,762.88 for Shiawassee Basin Preserve Fund and \$550.00 for Trust & Agency. Commissioner Baker was supported by Commissioner Vallad. The motion carried by 6-0 vote.

VII. OLD BUSINESS

A. Audit Issue for 8621 Eaton Road

Commissioner Vallad moved to table the discussion of the audit issue for 8621 Eaton Road until further information has been received. Commissioner Vallad was supported by Commissioner LaLone. The motion carried by 6-0 vote.

B. Mill Pond Beach Operations

Director Tucker stated that Selective Insurance made the following recommendations with regard to the beach:

1. Operating policy and procedures updated.
2. Video monitoring system.
3. Self-closing entrance gate
4. Depth gauge.
5. Emergency phone.
6. Signs for both “swimming” and “no swimming” areas.
7. Sign with rules.

Director Tucker reviewed recommended beach rules with the Park Commission. Director Tucker will be finalizing these rules and e-mailing them to the Park Commissioners after they are reviewed by the Township Attorney.

Commissioner Vallad moved that Director Tucker order new beach signs pending an updated and Park Commission approved rules list.

Commissioner Vallad was supported by Commissioner Baker. The motion carried by 6-0 vote.

Director Tucker reviewed the emergency phone bid with the Park Commission. The Park Commission requested that Director Tucker get more bids for the emergency phone installation.

Commissioner Dewese moved to table the discussion of the emergency phone installation at the beach until Director Tucker is able to get more bids. Commissioner Dewese was supported by Commissioner Hyer. The motion carried by 6-0 vote.

VIII. NEW BUSINESS

A. 2007 Parks and Recreation and Shiawassee Basin Preserve Fund Budget

The Park Commission briefly reviewed the 2007 budgets. The Park Commission determined that a special meeting would be necessary to finalize their proposed budget. This meeting will be on June 29, 2006.

Commissioner Hyer moved to table the discussion of the 2007 budget until the special meeting scheduled for June 29, 2006. This meeting will include discussion on the emergency phone bids, the 2006 budgets and the 2007 budgets. Commissioner Hyer was supported by Commissioner Baker. The motion carried by 6-0 vote.

B. Hiring of Recreation Coordinator

Commissioner Vallad suggested that Parks and Recreation replace the existing full-time recreation coordinator with a part-time person.

Commissioner Hyer indicated that she would like to hire a full-time recreation coordinator since the money is already in the budget for this expenditure and this position is essential to service the community's growing recreational needs.

Commissioner LaLone stated that she would like the starting wage to be between \$12.00 and \$13.00 per hour.

Commissioner LaLone moved to hire a new recreation coordinator. This position will have a starting wage of \$12.00 to \$13.00. Commissioner LaLone was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Dewese, Hudson, Hyer, LaLone. No: Vallad. Absent: Parke. The motion carried by 5-1 vote.

Commissioner Vallad indicated that due to budget concerns, she felt that this position could possibly be covered by one or two part-time employees. In addition, Commissioner Vallad stated that a reduced benefit package should be clarified out in the motion.

Commissioner Vallad moved to reduce the township's contribution to all current employee's 401k, per Supervisor Walls' memo, from 7.5% to 5% of their salary effective January 1, 2007. The position of recreation coordinator will be considered a new hire and the township's contribution to that employee's 401k will be 2.5% of their salary as per said memo. Commissioner Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Hudson, LaLone, Vallad. No: Deweese, Hyer. Absent: Parke. The motion carried by 4-2 vote.

Commissioner Deweese indicated that he felt that all full-time employees should receive the same benefits.

C. Approval of Purchasing and Installation of Concession Stand Window Cover

Director Tucker reviewed the bids for a concession stand window cover.

Commissioner Baker moved that Parks and Recreation purchase and install a concession stand window cover at a cost not to exceed \$1,800.00. Commissioner Baker was supported by Commissioner Vallad. Vote on the motion: Yes: Baker, Deweese, Hudson, Hyer, Vallad. No: LaLone. Absent: Parke. The motion carried by 5-1 vote.

Commissioner LaLone did not approve of spending this money without it being in the budget.

IX. TREASURER'S REPORT

A. Bills List

Commissioner LaLone moved to approve payment of the bills as follows: Parks and Recreation at \$29,554.81, Shiawassee Basin Preserve at \$3,576.69 and Trust and Agency at \$975.00. Commissioner LaLone was supported by Commissioner Baker. The motion carried unanimously by 6-0 vote.

B. 2006 Budget

The Commission reviewed the 2006 budget and provided suggestions for a budget amendment to be distributed at the next meeting.

X. COMMITTEE REPORTS

A. DYAA Advisory Committee

There was no report.

B. Millage Investigation Committee

There was no report.

C. Policies and Procedure Committee

There was no report.

D. Shiawassee Basin Preserve Rental Properties Committee

There was no report.

XI. PUBLIC COMMENT

None.

XII. COMMISSIONER COMMENT

Commissioner Deweese indicated that he would be moving out of Springfield Township at the end of June. Therefore, this would be his last meeting.

XIII. ADJOURNMENT

Commissioner LaLone moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 9:44 p.m. Commissioner LaLone was supported by Commissioner Baker. The motion carried unanimously by 6-0 vote.

Christy L. Deweese
Parks and Recreation Recording Secretary

Jennifer Tucker, Director of Parks & Recreation

Rich Parke, Chairperson of Park Commission