

**Springfield Township  
Parks & Recreation Commission Regular Meeting  
Tuesday, January 15, 2013**

**I. CALL TO ORDER**

The January 15, 2013 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:35 p.m. by Chairperson Vallad 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  
Lisa Christensen  
Elena Danishevskaya  
Dennis Omell  
Angela Spicer  
Jean Vallad

**Staff Present**

Sarah Richmond  
Jennifer Tucker

**Others Present**

Ric King

**IV. AGENDA REVISIONS AND APPROVAL**

Add "Young At Heart Active Adults Newsletter" as Consent item "J"

Add "Joint Township Meeting" as New Business item "D"

Add "Approval of Submittal of Application for DTE Tree Planting Grant Program and Authorization of Matching Funds" as New Business item "E"

**Chairperson Vallad moved to accept the agenda as revised. Chairperson Vallad was supported by Commissioner Christensen. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**V. PUBLIC COMMENT**

None

**VI. CONSENT AGENDA**

- A. Approval of Regular Meeting Minutes –December 11, 2012 with Additional Disbursements of \$6,652.49 for the Parks & Recreation Fund and \$450.00 for Trust & Agency
- B. Receipt of Activities Report for December

- C. Receipt of December Budget Reports
- D. Approval of Request for Rental on December 23, 2013
- E. Receipt of Springfield Township Parks and Recreation Master Plan
- F. Receipt of Information on 2013 MRPA Conference
- G. Receipt of 2013 IRS Mileage Rates
- H. Approval of Baseball Tournament on July 19 & 20, 2013
- I. Receipt of 2013 Holiday Schedule

Receipt of Communications

1.

Commissioner Baker went over several suggested corrections to the Master Plan.

Director Tucker stated that if the Commission had any other corrections, if they could please have them to the office by January 31, 2013 so that all corrections can be made prior to the next meeting.

**Chairperson Vallad moved to accept the consent agenda as revised. Chairperson Vallad was supported by Commissioner Bower. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **VII. OLD BUSINESS**

### **A. Miller Pines & Savouries Hart Community Center Kitchen Rental Proposal**

Director Tucker went over the revised contract with the recommended changes. Director Tucker did let the Commission know that the contract was still waiting for approval from the Township Attorney, Greg Need.

**Chairperson Vallad moved to accept the Hart Community Center Kitchen Rental Agreement contingent upon Township Attorney, Greg Need's opinions and recommendations. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**Chairperson Vallad moved to switch New Business item A to item C. Chairperson Vallad was supported by Commission Bower. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **VIII. NEW BUSINESS**

### **A. Discussion of Options for 8625 Eaton Road**

Director Tucker gave the Park Commission a history on the houses located in the Shiawassee Basin Preserve. Under the original Michigan Department of Natural Resource grant, which the Shiawassee Basin Preserve was purchased with, it was stated that the houses that were located in the Preserve were allowed to be rented. Several years ago MDNR stated that the houses could no

longer be rented but the houses could be used for employee lodging. The Park Commission then created a barter exchange arrangement for the house at 8621 Eaton Road with the Park Ranger. The employee that lives in the house does not pay rent but in exchange takes care of the up-keep on the house, opens and closes the park gates, assists with opening/closing for rentals of the Hart Community Center and other duties.

Currently, with the barter exchange arrangement for 8621 Eaton Road, the Park Commission pays for the taxes associated with the Park Ranger. Director Tucker did state that this may be something that the Park Commission may want to readdress in the future.

The Park Commission was allowed to continue renting the house at 8625 Eaton Road for several years since they were considering a potential conversion with the thirty-five acres that had recently been obtained from Rose Township. The conversion process would take the stipulations that are on the parcel of land where the house is located and transfer it to the thirty-five acres.

In 2012, the Park Commission decided that in lieu of doing the conversion process they would use the home at 8625 Eaton Road for intern housing. At the end of 2012 it was decided that house would be closed and the Commission would address what to do with it in 2013. It was decided that they would discontinue renting 8625 Eaton Road for many factors including the fact that if the Department applied for a MDNR grant they would be ineligible because of the regulations put in place by MDNR.

Director Tucker stated that recently she was approached by Ric King who was one of the previous renters of 8625 Eaton Road about possibly moving back into the house. Mr. King lived in the home for thirteen years and took very good care of the house and was a great steward of the Preserve.

Director Tucker stated that she was wondering if the Park Commission would be willing to enter into a barter exchange agreement with Mr. King. Mr. King would be doing a variety of tasks such as conservation, maintenance in the parks, rentals, assisting with gate keeping all in lieu of rent. Mr. King would be responsible for his own utilities and pay his own taxes.

The Park Commission had a lengthy discussion on the possible repairs that the house would need and the costs associated with them.

Chairperson Vallad would like to give Director Tucker a directive to work with the Township Auditors on the barter exchange arrangement and with Mr. King on the work needed to the house and the costs associated with them. Once all those items have been settled then Mr. King would be able to move in prior to the next Park Commission meeting.

The Park Commission discussed forming a Shiawassee House Committee. The Commissioners that will be on the committee will be comprised on Commissioners Bower, Omell, and Spicer with Chairperson Vallad as an alternate.

**Chairperson Vallad moved to form the Shiawassee Basin Preserve House Committee to consist of Commissioners Bower, Omell, and Spicer with an alternate of Chairperson Vallad. Chairperson Vallad was supported by Commissioner Spicer. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**Commissioner Christensen moved to approve up to \$1,500.00 to be approved by the SBP Housing Committee to make updates and repairs to 8625 Eaton Road. Commissioner Christensen was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

#### **B. Reschedule the Public Hearing for the Springfield Township Parks and Recreation Master Plan**

**Chairperson Vallad moved to set the public hearing for the Springfield Township Parks and Recreation Master Plan for February 12, 2013 to commence at 6:30 pm. Chairperson Vallad was supported by Commissioner Danishevskaya. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

#### **C. 2013 Wages**

Chairperson Vallad stated that currently in the 2013 budget there is three percent budgeted in the contingency line in the personnel cost centers.

The Park Commission had a lengthy discussion about the amount of pay increase to be given for the five full-time and two year round part-time employees. The last time that the employees received any type of wage increase was January 1, 2009.

**Commissioner Danishevskaya moved to approve a four percent wage increase for the five full-time employees (Director, Administrative Assistant, Recreation Coordinator, Park Maintenance Supervisor, and Facility & Parks Maintenance) and the two year round part-time employees (Clerical and Part-time Yr. Round Maintenance) effective January 1, 2013. Commissioner Danishevskaya was supported by Commissioner Bower. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

#### **D. Joint Township Meeting**

Director Tucker stated that Township Supervisor Walls inquired about the possibility of having a joint meeting between the Township Board and the Parks Commission.

The Commissioners stated that they felt that it was a good idea and after some discussion offered up the following dates:

February 21<sup>st</sup>

March 21<sup>st</sup>

March 28<sup>th</sup>

#### **E. Approval of Submittal of Application for DTE Tree Planting Grant Program and Authorization of Matching Funds**

Director Tucker informed the new Park Commissioners that last fall the Parks Department in conjunction with the Township Supervisor's office put together a tree planting grant for Michigan Department Natural Resource funds. The grant was not awarded to Springfield but the grant administrator encouraged Springfield Township to apply for this DTE grant program.

The grant project was an expenditure total of \$7,320.00. The grant funds would reimburse \$3,000.00 and the matching funds to split by the Township and Parks and Recreation are \$4,320.00. Matching funds can be in in-kind services instead of cash. The Township also will be helping with the planting and watering of the trees.

**Commissioner Danishevskaya moved to allow Director Tucker to pursue the DTE tree Planting Grant application. Commissioner Danishevskaya was supported by Commissioner Christensen. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **X. TREASURER'S REPORT**

### **A. Bills List**

**Commissioner Christensen moved to approve payment of the bills as follows: Parks and Recreation at \$ 2,756.44 and \$ 150.00 for Trust & Agency. Commissioner Christensen was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **XI. COMMITTEE REPORTS**

None

## **XII. PUBLIC COMMENT**

None

## **XIII. COMMISSIONER COMMENT**

Commissioner Baker stated that she felt it was a good meeting and she was glad the Commission was able to find additional funds to supplement the staff wages.

Commissioner Spicer stated that she enjoyed the Park Commission training and felt it was very good and very eye opening to everything going on within the Department and the Parks.

## **IVX. ADJOURNMENT**

**Chairperson Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:45 pm. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

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Jennifer Tucker, Director of Parks & Recreation

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Jean Vallad, Chairperson of Park Commission