

**Springfield Township  
Park & Recreation Commission Regular Meeting  
Tuesday, November 9, 2021**

**I. CALL TO ORDER**

The November 9, 2021, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:30 p.m. by Chairperson Bower.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Commissioners Present:**

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

**Staff Present:**

Sarah Richmond

**Others Present:**

Ruth Andrews,  
  
Cheryl Shaefer,

**Commissioners Absent:**

Rich Parke with notification

**IV. AGENDA REVISIONS AND APPROVAL**

Commissioner Vallad moved to accept the agenda as amended, adding "October Budget Printouts" as I. under Consent. Supported by Commissioner Spicer. 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 – October 12, 2021, with Additional Disbursements of \$3,832.03 for the Parks & Recreation Fund and \$400.00 for Trust & Agency
- B. Receipt of Activities Report for October
- C. Receipt of Financial Summaries
- D. Receipt of Progress Report for October
- E. Receipt of Natural Resource Manager October Monthly Report

- F. Receipt of Memo re: Gate Schedule for 2021 Holiday Schedule
- G. Receipt of Memo re: Employee Holiday Luncheon
- H. Receipt of Memo to Township Board dated October 13, 2021, re: 2022 Parks Budget
- I. October Budget Printouts

Receipt of Communications

**Commissioner Vallad moved to accept the consent agenda as amended, removing “Supported by Commissioner Baker” under Agenda approval in the minutes of the October 12, 2021, meeting minutes because Commissioner Baker was absent for the October meeting. 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.**

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

A. Discussion of Neighbor for Neighbor Lease

**Commissioner Loncar moved to keep the Neighbor for Neighbor lease amounts the same as they were for 2021, \$463.00 per month.**

Director Richmond stated that the rental fee is \$213 per month and \$250 for utilities and maintenance.

**Supported by Commissioner Spicer.**

Commissioner Omell asked why they have to pay \$33.53 for mowing because they would have to mow it anyway.

Director Richmond stated that this was part of the lease agreement that was put together by the attorney.

Commissioner Omell asked if there was a drain field there.

Director Richmond replied that they have a septic tank behind Neighbor for Neighbor and two up front.

Commissioner Omell commented that there is no drain field, it is pump and haul.

Commissioner Vallad stated that she will vote to keep the rates the same this year, but they need to pay attention to utility costs.

Neighbor for Neighbor representative stated that before Covid, they were in there two days a week plus one Saturday a month. Since Covid, somebody is there during the day, but he is not utilizing anything, and they are also open Wednesday from 9 am to noon. As of January 2<sup>nd</sup>, they are hoping to go back to in-person clothing and food distribution so the hours will increase. She commented on the increases of pricing and cost of living expenses.

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

**B. Discussion of 2022 Ranger Lease**

Director Richmond reviewed the memo provided for this item. The only change is adding an addendum allowing other individuals to reside in the home with Mr. Piper and this addendum was reviewed and approved by the attorney.

**Commissioner Baker moved to accept the 2022 Ranger Lease as outlined in Director Richmond's memo dated November 1, 2021. Supported by Commissioner Vallad.**

Commissioner Omell asked if Mr. Piper was happy with the living arrangement.

Director Richmond replied yes, and he would like to stay in the house.

Commissioner Omell asked about the drainage issue with the house.

Director Richmond stated that they have not finished the work on the basement due to staffing issues, but they hope to get it done next week, but some of it may wait until spring.

Commissioner Baker asked what Ms. Grice would be doing to assist.

Director Richmond stated that she may help with closing gates, restrooms, etc. and possibly rentals in the future.

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

**C. Discussion of Bid Price for Well Start-Up and Winterizing**

Director Richmond provided an overview of her memo for this item.

Commissioner Omell asked how many wells they have.

Director Richmond replied two seasonal wells. The contractor that she is recommending is charging \$75 per well.

**Commissioner Omell moved to accept Ray Houtz of Ray's Well Drilling's bid dated November 1, 2021. 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.**

**D. Discussion of F350 Truck Bed Bids**

Director Richmond summarized the truck bed bids received for the F350 Truck. She explained about the bed damage from rust and also the need to have the transmission lines repaired. She stated that they recently put other money into the truck, but the truck only has 46,000 miles and is otherwise working well. She stated that she would also like to do the undercoating on the truck to eliminate the rust and wear. It is also hard to find new vehicles currently due to the computer chip shortage.

Commissioner Loncar stated that this truck could easily provide 200,000 miles. The truck will need maintenance and it is worth the cost of the work.

Director Richmond stated that they can also investigate getting a top coating on the truck bed to make it last longer.

Commissioner Loncar asked if they had a power washer.

Director Richmond stated that part of the issue is not having access to a heated garage until recently. Now, when it is washed down and then it can be stored inside. This will help with maintenance. She is recommending going with Clyde's because they can get it done quickly. She described the undercoating that is being done and is also recommending that they get the undercoating done on the GMC truck too.

Chairperson Bower asked if the \$6000.00 includes everything.

Director Richmond stated that this amount does not include the transmission lines.

**Commissioner Vallad moved to put the flat bed on the 2010 truck and to do the undercoating on the Ford truck and the GMC truck and put a Rhino-like topcoat on the Ford Truck at a cost not to exceed \$6000.00 using Clyde's Frame and Wheel Services for the flatbed. 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.**

## **IX. TREASURER'S REPORT**

### **A. Bills List**

**Commissioner Vallad moved to approve the November bills list totaling \$15,521.97 and Trust and Agency \$700.00. 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.**

### **B. Budget Amendment**

**Commissioner Vallad moved to approve the budget amendment per Director Richmond's November 8, 2021, memo that would give a Revenue total of \$627,600 and a new Expenditure total of \$677,650. Supported by Commission Loncar.**

Commissioner Baker asked about the increase to \$45,000 in the Capital Outlay.

Director Richmond stated that this is for the addition to the Shultz building.

Commissioner Baker asked about the baseball program decrease.

Director Richmond answered that they did not have as many kids sign up due to Covid.

**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**

None

#### **XII. COMMISSIONER COMMENT**

Commissioner Baker commented on the creative truck fix and also on the success of the Trunk or Treat activity.

Commissioner Omell commented on the Neighbor for Neighbor contributions to the community.

Commissioner Loncar wished Director Richmond and the Parks staff a Happy Thanksgiving.

Commissioner Spicer thanked Director Richmond for a good job as usual.

Commissioner Vallad thanked Director Richmond for her great work.

#### **XIII. ADJOURNMENT**

**Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:02 pm. Supported by Commissioner Omell.**