

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, February 9, 2021
VIA PHONE/VIDEO CONFERENCE**

I. CALL TO ORDER

The February 9, 2021 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6.32 p.m. by Chairperson Bower via Phone/Video Conference.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present:

Diane Baker (present, Springfield Township, MI)
Roger Bower (present, Springfield Township, MI)
Anne Loncar (present, Springfield Township, MI)
Dennis Omell (present, Springfield Township, MI)
Rich Parke (present, Springfield Township, MI)
Angela Spicer (present, Springfield Township, MI)
Jean Vallad (present, Weston, FL)

Staff Present:

Sarah Richmond

Others Present:

Chris Benedict, IT Administrator

IV. AGENDA REVISIONS AND APPROVAL

**Commissioner Vallad moved to accept the agenda as presented.
Supported by Commissioner Omell. Roll Call Vote on the motion: Yes:
Baker, Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent:
None. The motion carried by a 7-0 vote.**

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes – January 12, 2021 with Additional Disbursements of \$6,397.45 for the Parks & Recreation Fund
- 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 January Budget Printouts
- G. Approval of Updates to Athletic Field Use Policy
- H. Receipt of Memo re: Single Audit

- I. Receipt of Memo re: Poweshiek skipperling conservation/Certificate of Inclusion on Incidental Take Permit

Receipt of Communications

1. Receipt of Memo re: Poweshiek skipperling Conservation efforts by Conservation Partners in 2020

Commissioner Vallad moved to accept the consent agenda as presented. Supported by Commissioner Baker.

Director Richmond explained that RC Systems payable is for the annual amount for RecPro.

Commissioner Vallad read each individual item listed in "Consent Agenda."

Roll Call Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Discussion of Park Commissioners Pay – Commissioner Loncar

Commissioner Loncar read a statement showing support and solidarity for Park staff regarding their wages being frozen. She proposed that the Park Commissioners reduce their wages to be looked at again in six months.

Commissioner Baker stated that there is no question that they support the staff. She asked Director Richmond if the \$1,200 or \$1,300 that they would save could be better utilized to support the staff and she suggested a contribution fund.

Director Richmond stated that she would need to think about it and talk to her staff. She asked what she meant by contribution fund.

Commissioner Baker commented that she is looking for an idea for positive reinforcement for the staff and would like Director Richmond to provide ideas. She would like to find this out before they move forward with this request and she would like information from the staff.

Commissioner Vallad suggested that they have to be careful about what they earmark money for. She suggested that they could move the money to the contribution line and Director Richmond might be able to pay for the machine that will be discussed under New Business "B".

Chairperson Bower commented that he is in favor of amending their salaries. He asked Commissioner Loncar if she was okay with this.

Commissioner Loncar indicated that she is open for different options. She thinks the staff has gone above and beyond to look at ways to still bring an income.

Commissioner Omell stated they looked at raises and it was determined that they did not want to go into prior year funds to give raises. Hopefully, by the summer, they might be able to adjust that. Other Township employees did not get a raise. He doesn't see that it would do any good and added that they know they are appreciated. He would be against it at this time.

Commissioner Parke had no comments.

Commissioner Spicer commented that it is a good idea. If the cost of living and minimum wage goes up, their income would definitely go up. She suggested that they look at that, but she is generally in favor of it.

Chairperson Bower stated that he supports the proposal.

Commissioner Vallad stated that she would support it with parameters. They should look at it again in six months and she will support it if they earmark the savings toward an actual item such as the electrostatic machine.

Commissioner Loncar agreed.

Commissioner Vallad asked what the savings would be.

Director Richmond replied \$1,131.00. The money for the Electrostatic Cleaning Machine would come out of "Equipment Under \$10,000".

Commissioner Vallad asked if they should table it until after the discussion for the next item. She asked the other Commissioners about the purchase of the machine.

Chairperson Bower asked if purchasing the machine would benefit the employees.

Commissioners discussed.

Commissioner Parke stated that Commission Baker is asking for feedback from the employees, but he doesn't see that it matters if it begins this month or next month. He is in support of getting feedback and he is in support of delaying action until the next meeting.

Commissioner Baker commented that she would like the staff feedback first. The wage cut that Commissioner Loncar is proposing would cover about ½ of the charge to get the machine.

Director Richmond commented that the feedback that they are asking for is what would make the staff feel appreciated.

Chairperson Bower suggested that they go ahead and figure out whether or not they want to make the motion regarding the pay and then once they feel out the staff, they can go from there.

Commissioner Omell stated that he would be in favor of tabling the request.

Commissioner Baker stated that they are talking about how the staff would feel supported. Commissioners discussed whether or not to table this item and possible items to use the funds for.

Director Richmond stated that she will meet with her staff to determine what would make them feel supported by the Commission.

Commissioner Omell moved to table the discussion of the Park Commissioners' pay reduction of 50% until the next regularly scheduled meeting. Supported by Commissioner Vallad. Roll Call Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.

B. Discussion of Electrostatic Cleaning Machine

Director Richmond summarized the information regarding the Electrostatic Cleaning Machine that was in the Commissioners' packets. The funds to cover this purchase could be allocated from Grant fund that the Department has received at the end of 2020.

Commissioner Omell asked when COVID-19 was gone, would they still have a use for this sprayer.

Director Richmond replied yes; it could still be used to clean the building since it is occupied by the public. This would always help to keep the buildings clean and disinfected. This would allow them to disinfect before they get close to clean and scrub things. It would allow them to disinfect their equipment. She is recommending the purchase of two cases of the cleaner initially. There is potential for the Township and the Library to purchase one of these machines. This would allow them to have a backup sprayer. This would also allow them to clean more efficiently. She described the research that was done before bringing this item to the Commission.

Commissioner Vallad moved to authorize Director Richmond to purchase an Electrostatic Backpack Cleaning Machine along with two cases of the cleaner to use in that at a cost not to exceed \$3,000.00. Supported by Commissioner Spicer.

Commissioner Parke asked if the training could be provided to other staff in other departments.

Director Richmond commented that this would be her intent.

Commissioner Parke asked if the grant funds should be part of the motion.

Director Richmond replied that these funds were received in 2020 and are currently in Prior Year Fund.

Commissioner Vallad replied that the funds were in Prior Year Fund, so she does not think the motion needs to be amended.

Commissioner Omell commented that according to this, this machine will be shared with the Township and the Library.

Director Richmond stated that she is asking that this is purchased for the Parks Department. If other departments need to the machine, then that would be something that they could definitely arrange.

Roll Call Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve the January bills list totaling \$5,083.99. Supported by Commissioner Baker.

Commissioner Parke asked about the invoice for Kelko Heating & Cooling for \$2,150.

Director Richmond replied that this is for the furnace at 8625 Eaton Road.

Roll Call Vote on the motion: Yes: Baker, Bower, Loncar, Omell, Parke, Spicer, 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 thanked Director Richmond in advance for talking to the staff. She was pleased to hear about the Poweshiek skipperling. She asked if there was any native species that would help these butterflies.

Director Richmond replied that these would only be found in the fen environment.

Chairperson Bower stated that he observed staff cutting trees in the cold weather.

Commissioner Loncar stated that the paint job at the Hart Community Center looked very good.

Commissioner Omell commented on the Poweshiek skipperling.

Commissioner Parke commented on the Poweshiek skipperling and on the great paint job of the Hart Community Center. He thanked Director Richmond on her quickness in getting the furnace situation resolved at the Ranger's house.

Commissioner Vallad stated that she is happy that the Hart Community Center ceiling fans were replaced.

Director Richmond updated the Commission on current Department projects.

XIV. ADJOURNMENT

Commissioner Omell moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:30 pm. Supported by Chairperson Bower.