

**Springfield Township  
Parks & Recreation Commission Regular Meeting  
Tuesday, February 13, 2007**

**I. CALL TO ORDER**

The February 13, 2007, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:07 p.m. by Chairperson Parke at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Commissioners Present**

Diane Baker  
Ron Hudson  
Kelly Hyer  
Dot LaLone  
Rich Parke  
Annette Zemon-Parker  
Jean Vallad

**Staff Present**

Sarah Richmond  
Jennifer Tucker

**Others Present**

Steve Hyer, President of Clarkston  
Chamber of Commerce

**IV. AGENDA REVISIONS AND APPROVAL**

Add the "License and Waiver of Liability for the Nature Conservancy" as item "C" under New Business.

Change item VIII from "New Business" to "Old Business".

Remove "2007 Wages and Salaries" from New Business and place it under Old Business as item "C".

**Commissioner Vallad moved to accept the agenda as revised. Commissioner Vallad was supported by Commissioner Baker. The motion carried by a 7-0 vote.**

**V. PUBLIC COMMENT**

None

**VI. CONSENT AGENDA**

- A. Approval of Regular Meeting Minutes- January 9, 2007 with Additional Disbursements of \$ 4,216.88 for Parks & Recreation Fund; \$ 565 Shiawassee Basin Preserve; and \$ 150.00 Trust and Agency.
- B. Receipt of Parks & Recreation Activities Report for January
- C. Receipt of Financial Summaries
- D. Receipt of December Budget Printouts
- E. Receipt of Township Board Meeting Minutes for December 14, 2006
- F. Receipt of Tentative February Calendar of Events

- G. Receipt of Young At Heart Senior Citizen February Newsletter
- H. Approval of Hart Community Center Rental on December 24, 2007
- I. Receipt of Special Meeting Agenda for February 27, 2007

**Commissioner Vallad moved to accept the consent agenda as presented. Commissioner Vallad was supported by Commissioner LaLone. The motion carried by a 7-0 vote.**

## **VII. NEW BUSINESS**

### **A. Leadership Clarkston Steering Committee Presentation**

Steve Hyer, President of the Clarkston Chamber of Commerce was present to explain the intent of the Leadership Clarkston Steering Committee. Mr. Hyer passed out a handout explaining the vision and the goals of the committee. The vision of the committee is defined as Independence and Springfield Township Parks and Recreation departments, Township Libraries and Clarkston Community Education collaborate to provide quality recreational and educational programming for our community as a unified partnership, not as competitors.

Director Tucker passed out the meeting minutes from the February 2, 2007 meeting of the Leadership Clarkston Steering Committee.

Chairperson Parke had some questions regarding the matter of selling ads for the combined brochure and if combining the brochure would decrease the size.

Commissioner LaLone wanted to know how this partnership would affect the Rose and White Lake Township residents that our department currently serves.

Director Tucker stated that this entire matter would take a lot of time to address all the concerns for those that are involved and would require meeting attendance and legwork.

Chairperson Parke felt that this was definitely something that Springfield Township Parks and Recreation should explore. Obviously the beginning will start with small steps.

The Commission member stated that the general consensus was that Director Tucker should proceed in the process and continue to gather information.

The next meeting of the steering committee will be at 7:30 am on Friday, February 23, 2007 at the Clarkston Schools Administration Office.

Mr. Hyer stated the Clarkston Chamber of Commerce will be coordinating a media release; however they wanted to wait until the Park Commission had a chance to discuss this matter before they release any information so that the Park Commission could be included in the process.

Chairperson Parke wanted to make sure that the press release was worded so that it stated that this matter is being explored by the Park Commission and it is in no way making any promises.

Mr. Hyer stated that he knew that Director Tucker would be maintaining communication with the Commission on this matter but if they should have any questions or concerns they could contact him.

**B. 2006 Budget Reconciliation**

Chairperson Parke passed out a handout with a breakdown of the budget reconciliation that Director Tucker and he had worked on. The process began by looking at the December budget printouts and looking into any variation within the budget.

The Park Commission discussed the budget reconciliation and the reasons why there were differences compared to what was budgeted and the reasons for those differences.

Chairperson Parke asked if everyone could please take a look at the notes and let him know if they found any necessary changes.

**C. The Nature Conservancy License and Waiver of Liability**

Director Tucker passed out the License and Waiver of Liability agreement from The Nature Conservancy. Director Tucker stated that this was the third time that the Park Commission has seen this agreement. The Township Attorney had also previously looked at this agreement two years ago. At that time the attorney had amended the agreement by adding that the Conservancy had to have at least one million in insurance listing Springfield Township as an additional insured and that the Conservancy was to follow their stated guidelines.

This agreement will be going before the Township Board for approval again this year at their March Board meeting.

**Commissioner Vallad moved that the Park Commission accept the Prescribed Burning and License and Waiver of Liability as presented and adopt said waiver of liability dated February 12, 2007. Commissioner Vallad was supported by Commissioner Baker. The motion carried by a 7-0 vote.**

**VIII. OLD BUSINESS**

**A. Mill Pond Parking Lot Repaving Project**

Director Tucker went over the two engineering bid proposals that were received and their respective estimates.

The Park Commission discussed what the best options would be in addressing this matter; including whether doing core borings would be a best option or not and whether there would be enough funds to cover the extra costs if the Commission were to contract with an engineering firm for this project or perhaps if having an engineering firm would even be necessary.

Several of the Park Commissioners felt that this matter should be discussed with the Township Board at the Joint Meeting on February 27, 2007 due to their recent experience with parking lot renovations.

**Commissioner Zemon-Parker moved to table the Mill Pond Parking Lot Repaving Project until after the Joint Meeting with the Township Board. Commissioner Zemon-Parker was supported by Commissioner LaLone. The motion carried by a 7-0 vote.**

**B. Aquatic Weed Management Contracts**

The Park Commission discussed Director Tucker's memo which included the information that was requested at the January Park Commission meeting.

The first item was the inquiry with our current aquatic chemical contractor Dick Pinagel of Aqua Weed Control as to whether or not a chemical treatment would be enough to control the weed population and secondly would the installation of an aeration fountain help decrease the weed population.

Director Tucker stated that as discussed with Mr. Pinagel there are several areas that the weeds cannot be treated chemically due to the regulations set by the Michigan Department of Environmental Quality, one of which is near the dam where the fishing pier is. Chemical treatment alone may not decrease the aquatic weeds to the level that the Park Commission will be happy with.

The aeration fountain will improve the aesthetics of the pond but will not decrease the weed population according to Mr. Pinagel.

Commissioner LaLone would like to request some information from the Huron Clinton Metropolitan Authority on their aeration fountains such as the one that they have at Metro Beach.

Commissioner Vallad asked if it would be possible to place our department be placed on the schedule with the weed harvester without signing a contract.

Commissioner Hyer also wanted to know what the cost for installing the electric to an aeration fountain would be and what the monthly electrical charge would be. Also what type of maintenance is required with that type of fountain and any costs associated with the maintenance.

Commissioner Baker stated she would be in favor of seeing how the chemical treatment does before we schedule the weed harvesting.

### **C. 2007 Wages and Salaries**

The Commission began the discussion of the wages and salaries by comparing the current Township wages along with the amount of hours worked. A comparison summary of five other Parks and Recreation Departments' wages and salaries was compiled by staff to provide further information. In addition they discussed the recommendations provided by Director Tucker.

**Commissioner Vallad moved that the Part-time Clerical and the Part-time Maintenance be increased to \$ 10.00 an hour, the Part-time Building Custodian be increased to \$ 10.50 an hour, the Maintenance Supervisor be increased to \$ 17.79 an hour, the Recreation Coordinator be increased to \$ 14.00 an hour (and is to be reassessed at the July meeting for a potential additional increase), the Administrative Assistant be increased to \$ 17.31 an hour and the Director be increased to \$ 52,500 yearly. The said raises will be retroactive back to January 1, 2007. Commissioner Vallad was supported by Commissioner Hyer. The motion carried by a 7-0 vote.**

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

### **A. Bills List**

**Commissioner Vallad moved to approve payment of the bills as follows: Parks & Recreation at \$ 18,719.73, and Shiawassee Basin Preserve \$ 4,808.00. Commissioner Vallad was supported by Commissioner Baker. The motion carried by a 7-0 vote.**

**X. COMMITTEE REPORTS**

**A. Millage Investigation Committee**

Director Tucker stated that she will be attending a seminar entitled “How to Pass a Millage” in Saginaw on March 23, 2007.

Director Tucker stated that she will be forwarding the information onto Commissioner Baker, Hudson, and Hyer all of whom are on the Millage Investigation Committee.

Director Tucker stated that she will also be meeting with an individual who has volunteered to be the contact person for the “Love the Parks” group which is in the process of forming.

**B. Policies and Procedure Committee**

None

**C. Shiawassee Basin Preserve Rental Properties Committee**

None

**D. Non-Profit Community Group Committee**

The Non-Profit Community Group Committee met on Tuesday, January 30, 2007.

At this meeting the committee was able to address several issues and concerns of the Rotary group.

John Cocciolone of the Rotary group volunteered to make recommended changes to the contract and e-mail those changes back to Director Tucker and the other committee members.

Once the contract has been updated and approved by the Park Commission it would be sent to the other community groups so that questions or comments can then be addressed.

**XI. PUBLIC COMMENT**

None

**XII. COMMISSIONER COMMENT**

Commissioner Baker stated that she was pleased with the amount of raises that the Park Commission was able to give to the employees. She also stated that she would like to encourage any other public or township representatives that if they have any questions or concerns on the Park Commission’s mode of operation to please attend the Park Commission meetings and let them know at the meetings.

Commissioner Vallad asked how the Michigan Recreation and Park Association conference went.

Director Tucker stated that the conference went very well.

Commissioner LaLone stated that the Headwater Trail Committee finished the bridge in Holly and it will be dedicated on April 27, 2007. The committee has also begun on the Win Grant which is the signage for the water trail. The Roz Savage presentation is on March 24, 2007 at the Fenton Middle School. The canoe race will be held in May.

**XIII. ADJOURNMENT**

**Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 11:16 pm. Commissioner Vallad was supported by Commissioner LaLone. The motion carried by a 7-0 vote.**

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Jennifer Tucker, Director of Parks & Recreation

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Rich Parke, Chairperson of Park Commission