

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, December 11, 2018**

I. CALL TO ORDER

The December 11, 2018 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:00 p.m. by Chairperson Bower at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present:

Roger Bower

Anne Loncar

Dennis Omell

Rich Parke

Angela Spicer

Jean Vallad

Commissioners Absent:

Diane Baker with notification

Staff Present:

Sarah Richmond

Others Present:

Chris Nordstrom, PLA, ASLA, Carlisle/Wortman Associates, Inc.

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Vallad moved to accept the agenda as presented. Supported by Commissioner Loncar. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

V. PUBLIC COMMENT

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes-November 13, 2018 with Additional Disbursements of \$2,230.92 for the Parks & Recreation Fund and \$300.00 for Trust & Agency
- B. Receipt of Activities Report for November
- C. Receipt of Financial Summaries
- D. Receipt of Progress Report for November
- E. Receipt of Natural Resource Manager November Monthly Report
- F. Approval of 2019 Park Commission Meeting Dates

- G. Receipt of October Budget Printouts
- H. Receipt of November Budget Printouts
- I. Receipt of 2019 Holiday Schedule
- J. Approval of Meal Reimbursement for the MParks Annual Conference

Receipt of Communications

Commissioner Vallad moved to accept the consent agenda as presented. Supported by Commissioner Spicer. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

VII. PUBLIC HEARING – Hearing for the Commission to receive comments and suggestions on the proposed 2019 Parks & Recreation Master Plan

Chairperson Bower opened the Public Hearing at 7:03 pm

No public comment was heard

Chairperson Bower closed the Public Hearing at 7:05 pm

VIII. OLD BUSINESS

A. Discussion of Regulating Paramotors on Park Property

Director Richmond stated that the Park Commissioner's packets included a memo from the Township Attorney addressing paramotors in the parks, proposed ordinance language and the Unmanned Aircraft System Act. If the Commission agrees with the proposed language, the Commission will need to make a motion to recommend the language to the Township Board and it will be put on their January agenda for first reading. If the Township Board supports the ordinance, then Clerk Moreau will publish the proposed ordinance. The second reading will be held at the next Township Board meeting and then once the ordinance is adopted, Clerk Moreau will publish the Notice of Adoption and the ordinance will become effective upon publication. She explained the preferred timeframe.

Commissioner Parke asked if Director Richmond has received any feedback from the Township Board regarding this issue.

Director Richmond replied that she received informal comments from the Township Supervisor. The Township is changing insurance companies in January, so she doesn't know what the coverage is going to be. She pointed out items in the document. She stated that the Department will have to create some type of form to address the authorization highlighted in item "B" if they progress to adoption.

Director Richmond stated that Mr. Need wants everyone to understand that the Department can regulate if this equipment lands or launches from the Township property, but they cannot control this type of equipment flying over the Township property. The airspace over the Township property is not within the Township's control.

Commissioner Parke asked what if the person launched it from somewhere else but was walking on Township property with the remote in their hand controlling the air craft could staff say something to them?

Director Richmond answered that she would have to get clarification on this from Mr. Need.

Commissioner Omell commented that there is a clause within the language allowing a hot air balloon to land in the case of an emergency.

Commissioner Vallad moved to send the proposed Ordinance Amendment on the paramotors on Park property to the Township Board for their consideration with the understanding that the Park Commission is in support of this proposed Ordinance. Supported by Chairperson Bower. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

IX. NEW BUSINESS

A. Discussion of 2019 Parks and Recreation Master Plan

Mr. Nordstrom of Carlisle Wortman, appeared before the Commission asking if there were any questions regarding the Master Plan. He thanked Director Richmond for all her help during this process.

Commissioners did not have any questions.

Commissioners thanked Director Richmond and Mr. Nordstrom for their efforts.

Commissioner Parke moved that the Springfield Township Park Commission approve the Springfield Township Parks and Recreation Master Plan Resolution of Adoption dated December 11, 2018 as presented as an attachment to Director Richmond's December 4, 2018 memo. Supported by Commissioner Omell. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

B. Discussion of Ranger Lease Agreement for 8625 Eaton Road

Director Richmond reviewed the Lease Agreement. She stated that the current tenant, Ric King, questioned why he was receiving a 1099 form every year and wanted to make sure it was outlined in the Agreement. Legally the Township is required to provide him with a 1099 form.

Commissioner Parke stated that this is due to IRS regulations that a 1099 form is given if you barter or exchange taxable income.

Director Richmond provided background on the Lease Agreement and the situation with the current Ranger. When she met with the Ranger, she explained to him that the 1099 is a legal requirement of the IRS and the Commission is obligated to follow Federal Law. She reviewed the duties list and outlined the changes that have been made since the previous list. Director Richmond and Commissioner Loncar met with the current Ranger to try to discuss some conflicts to see if they could come to resolution. The Ranger feels that he is maxed out at 700 hours per year while working his regular full-time job, so he asked if the Commission could not increase this hour amount. The Ranger would like to have his lease reviewed earlier than November and Director Richmond told him that they could accommodate this. Director Richmond explained that the current Ranger is still extremely upset that the Commission would not allow him to roll over the number of hours that he wanted to from December 2015 into 2016.

Commissioner Parke asked since it was three years ago, what does the Ranger expect the Commission to do about that.

Director Richmond stated that when the current Ranger came to be the ranger in 2013, he signed his lease in February 2013. The lease at that time said that he needed to work 17 hours per week. He should have worked 816 hours in 2013 and she continued to provide the history of this Ranger's lease agreements and hours worked since 2013. The Ranger's complaint is that he feels he was "robbed" of over 150 hours that he worked. She added that the Ranger is not working the full true value of the home. The Ranger signed the lease for 2016 for 650 hours which he worked 600 hours and had 50 hours that were rolled over from 2015. In 2017, the lease said he had to work 700 hours. She stated that she cannot find any log sheets from 2013 and the log sheets from 2014 show that he only worked 485 hours.

Chairperson Bower stated that the Ranger has a choice, leave or accept it and go on.

Director Richmond concurred. She continued with the summary of the history with the Ranger.

Commissioners and Director Richmond discussed the Ranger and the current situation, the Lease Agreement and options for resolution.

Director Richmond stated that the Ranger has the option to come to the Park Commission meeting.

Commissioners discussed working toward a resolution with the Ranger. The Commissioners discussed offering the Ranger a six-month lease.

Director Richmond stated that the current Ranger wants to do the openings and closings of the parks. She told him that if he wants to do repairs to the house, she needs to know how many hours and the cost of the materials used. He has never given this information to her. She stated that she is keeping a log of the interactions with the Ranger. She reviewed the changes in the duties list.

Commissioners discussed if the Commission was going to offer the current Ranger a lease. They offered the idea of a six-month lease and a re-evaluation after the six-month time period to see if they should continue.

Chairperson Bower moved to offer the current Ranger a six-month lease as presented with the changes listed in the memo dated December 5, 2018 for the first six months of 2019. At the end of four months, both parties will meet and determine if both parties are interested in continuing the lease agreement. Supported by Commissioner Omell.

Commissioner Spicer asked if there was a security deposit.

Director Richmond answered yes, however the Commission waived the pet security deposit. Commissioner Spicer asked what happens to the house if Mr. King does not want to renew.

Director Richmond reviewed the options if this happens.

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

C. Discussion of 2019 Salaries

Director Richmond reviewed the memo she provided to the Commissioners.

Commissioner Vallad moved to award Wages and Salaries for the year 2019 as referenced in Director Richmond's memo dated December 5, 2018. Supported by Commissioner Spicer. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

D. Election of 2019 Park Officers

Commissioner Loncar moved to retain all the same Park Officers in 2019 as they were in 2018; Commissioner Bower, Chairperson; Commissioner Vallad, Treasurer; Commissioner Baker, Secretary. Supported by Commissioner Parke. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

E. Discussion of Planning Committee for the Hartman Property

Commissioner Vallad moved to appoint Commissioner Loncar and Chairperson Bower to the Planning Committee for the Hartman Property. Supported by Commissioner Omell. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

X. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve the November bills list totaling \$5,622.99 and Trust in Agency \$450.00. Supported by Commissioner Loncar. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

XI. COMMITTEE REPORTS

None

XII. PUBLIC COMMENT

None

XIII. COMMISSIONER COMMENT

Director Richmond informed the Commission that the Township Board will be approving budgets at their meeting on December 13, 2018.

Chairperson Bower thanked Director Richmond for her work with the Ranger.

Commissioner Omell wished the staff and Commission Happy New Year and Merry Christmas.

Commissioner Loncar and Commissioner Spicer concurred.

XIV. ADJOURNMENT

Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 8:09 pm. Supported by Commissioner Parke. Vote on the motion: Yes: Bower, Loncar, Omell, Parke, Spicer, Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.