

**PROCEEDINGS OF  
CHARTER TOWNSHIP OF WEST BLOOMFIELD  
PARKS & RECREATION COMMISSION REGULAR MEETING  
West Bloomfield Parks and Recreational Activities Center  
4640 Walnut Lake Road  
West Bloomfield, Michigan 48323  
Thursday, December 19, 2019    APPROVED 01/23/2020**

**CALL TO ORDER**

The meeting was called to order at 7:00 PM by Chairperson Wenczel

**ROLL CALL**

Present:                    Chairperson Sally Wenczel  
                                  Treasurer Merv Aronoff  
                                  Commissioner David Barash  
                                  Commissioner Robert Brooks  
                                  Commissioner Michele Hembree  
                                  Commissioner Vincent Kirkwood

Staff Present:            Jennifer Tucker, Executive Director  
                                  Joe Ketchum, Parks Superintendent  
                                  Kelly Hyer, Recreation Superintendent  
                                  Ruth Lyons, Finance Manager

Absent:                    Commissioner Gerald Sukenic

Public:                    3  
                                  Township Liaison Jonathan Warshay

**PLEDGE OF ALLEGIANCE**

**PUBLIC FORUM - Limited to two minutes per resident for new topics**

**APPROVAL OF AGENDA**

**Motion by Aronoff, second by Barash, to approve the agenda**

**Ayes: Unanimous  
Nays: None  
Absent: Sukenic  
Motion Carried, 6 to 0**

**CONSENT AGENDA**

Items A through E are Consent Agenda matters considered to be routine by the Commission and enacted by one motion unless a member of the Commission wishes to discuss one of the topics.

- A) Approval of Minutes from the November 7, 2019 Regular Commission Meeting.
- B) Approval of Minutes from the November 21, 2019 Special Commission Meeting.
- C) Approval of November Financial Reports.
- D) Approval of Prepaid Expenditures in the amount of \$251,774.89. Expenditures in the amount of \$259,231.49, Credit card refunds totaling \$2,965.00 for the month of November, 2019.

**Motion by Barash, second by Aronoff to approve the Items A through E on the Consent Agenda.**

**Ayes: Unanimous**

**Nays: None**

**Absent: Sukenic**

**Motion Carried, 6 to 0**

## **PRESENTATION OF NORTH FARMINGTON WEST BLOOMFIELD YOUTH BASEBALL/SOFTBALL LEAGUE**

Executive Director Tucker indicated the North Farmington/West Bloomfield Youth Baseball and Softball League were having technical difficulties and they would reschedule for a better time.

## **STAFF REPORT**

Executive Director Tucker gave updates for the Orchard Mall space. There is furniture and the sign is up. The sign will be tweaked, the blue in the wave is not quite the correct color. They will be working with the sign company to correct this matter. The ribbon cutting is on January 15, 2020 from 10:00 a.m. to 11:00 a.m. The ribbon cutting will take place at 10:30 a.m. Executive Director Tucker invited the Commission to attend, if they are available. Light refreshments will be served.

Nature Room Remodeling Project is underway. The animals have been displaced into different areas of the building. Staff has done a phenomenal job of creating our vision. The muralist will start after the holidays. The ribbon cutting for the nature room will be held on January 24, 2020 from 3:00 p.m. to 6:00 p.m.

Splash Landing Update: Meetings are continuing and the contractor is doing as much as they can in the winter temperatures to get the roofs on so they can continue working on the inside of the building. Pictures were shown.

Park Superintendent Ketchum reported that the Splash Landing contractor, Michigan Recreation, is looking for every opportunity to continue construction on the site. After the rafters are installed, they will be able to install the roof and, hopefully, install heating inside the buildings and continue doing inside work.

Brush Hogging: There was a snowstorm back in November which slowed down the work. Pictures were shown of the brush hogging and the new machine which was purchased in September. Woody brush in the heavy areas was controlled to keep the trees from growing in these areas and promote native plantings that develop into the meadow.

Bubbler System for Dock: The canoe/kayak launch at Marshbank Park is not removable. To protect the launch from the ice, a bubbler is installed every year. It is John McKeown's creation, he designed it, installs it and takes it out every year.

There were some snow banks at Drake Sports Park which made removing leaves very difficult. The primary contractor was unable to finish cleaning Bloomer Park, so staff was able to remove the leaves. We did not get charged but it was very difficult with the snow. The parks are cleaned and looking good.

Setting Up Sled Hills: There was a snow storm but the sled hills were not set up. The sled hills are now set up which gives a safe area for the kids to traverse up the hill. Fencing was installed and the poles are padded. They are high impact, flexible poles and padded for protection. Fencing was installed behind Town Hall to protect the sledders from hitting the woods and trees. The sled hill behind town hall has a rope that people can grab and walk up the steep incline which protects the sledders from getting hit from other sledders coming down.

Surplus Equipment Auction: Supervisor Parks and Recreation, Chris Frey put together the bids on Craig's List. There was a great turnout. Every piece of equipment was sold for a total of \$13,200. It was a successful auction and it is appreciated that the Commission gave permission to sell this equipment.

Recreation Superintendent Hyer reported there was a gathering for the retirement of Rose Sallen. Rose had been with the department for 20 years as a customer service representative. Her last day was Monday, December 23, 2019. Rose will be missed at the front desk.

Mike Thor Hodgins, intern, his last day was today. He worked our booth at the Chamber Senior Expo at Orchard Mall last month. Mike graduated with a degree in Sports Management from Central Michigan University.

Recreation Superintendent Hyer presented pictures of the Recreation Staff Professional Development and Team Building. Over Thanksgiving, camp staff was invited back to talk shop about next year. There was a team building game before the meeting. MParks has a group called Youth Professionals and we have a couple of staff members are involved in that committee. They had a tour of U of M before the meeting and brought in some guest speakers that day.

Recreation Superintendent Hyer reminded everyone that 2020 Connect sponsorships are still available and are due in February. If anyone is thinking about getting involved in the department, now is the time to sit down and customize some packages. There are different opportunities from advertising, banners, brochures, etc., for events. Pictured were some samples of banner sponsorships. Summer activities are being planned. Now is the time to reach out to Parks and Recreation. Several sponsorships have been sold but there are other opportunities still available.

Recreation Superintendent Hyer recapped some highlights from November. The Veteran's Day event was an overwhelming success. It is a very humbling community partnership event with Orchard Mall as well as the Township. There were 175 individuals this year including Veterans and volunteers. She thanked everyone that came out and helped serve.

Mother Son Dance was a sellout event. There were 211 guests at Glen Oaks this year. This was only our second year for the Mother Son Dance.

Harvest Day Senior Luncheon sells out every year. Seniors gather and celebrate Thanksgiving a little bit early. Knotting Hill was the sponsoring caterer again this year. They come out with a wonderful spread. Seniors leave with a take home meal in addition to their sit down meal. This is a wonderful event with Knotting Hill as a partnership.

Recreation Superintendent Hyer welcomed Cathy Wesley to the department. She started in November as part time and hasn't missed a beat. She came to us from Seven Ponds Nature Center, and has a great personality. Her hours are limited. Cathy and Lauren have been tag teaming animal care. The animal care position is unfilled as of right now.

Some of the nature programs hosted lately were sell outs including Mommy and Me Hike Series. There is an amazing following from our West Bloomfield Moms that go on a monthly hike, the weather doesn't matter. There were 27 hikers even in the super cold temperatures. The live animal show was a sellout at Marshbank while the nature room is under renovations.

Recreation Superintendent Hyer gave a reminder about an upcoming event for the Polar Party. Tickets are on sale. It is a great family outing indoors with a little bit of blend of outdoor activities. This event is held at the Recreation Activity Center. This event does sell out every year.

There will be a ribbon cutting at Connect on January 15, 2020 as well as the nature room grand re-opening on January 24th, 2020.

## **ITEMS FROM THE OFFICERS**

### **A. Items from the Chairperson**

Chairperson Wenczel congratulated and thanked the staff for a great year. She stated the staff has a lot to be proud of, the reports are outstanding and everything is a sellout event. The interest from the community is rising. Chairperson Wenczel stated she was excited for next year with all of the grand openings.

### **B. Items from the Secretary**

Secretary Hembree thanked all of the volunteers. She gave a shout out to Mike for all of his work. She worked with him at Bowling with Santa as well as the Veteran's Breakfast. She stated Mike has an outstanding personality, very kind hearted, took care of everybody and everything.

Secretary Hembree indicated Rose will be missed, she thanked her for all of their conversations including all of the information she gave to her regarding the bike trails.

### **C. Items from the Treasurer**

Treasurer Aronoff wished the staff and Commissioners a very happy holiday season and to have a wonderful new year. He indicated he looked forward to next year. A lot of residents are very excited about the opening of the splash pad. Treasurer Aronoff congratulated the staff for a wonderful job they've done.

## **COMMITTEE REPORTS**

### **A. Executive: Report from Chairperson Wenczel (No Meeting)**

### **B. Finance: Report from Treasurer Aronoff (December 19 at 6 p.m.)**

Treasurer Aronoff stated the Finance Committee meeting took place at Town Hall at 6 p.m. Present were himself, Director Tucker, Finance Manager, Ruth Lyons, Commissioners Barash and Brooks.

Treasurer Aronoff indicated the Committee assessed the budget to actual spending for the month ending in November, 2019. This would include the administration, recreation, parks operation and transportation departments. The data indicates line item budgeting for the year, the amount spent on each item for the month, the amount spent on each item for the year to date and the percentage of the budget spent on each item for the year to date. We were also provided revenues associated with property taxes, recreation and other sources of income. These figures express projected cash flow as well as amounts collected for the month, for the year to date and the percentage of the projected amount for the year. The committee was satisfied with positive results as revenues plus fund balance were more than meets spending for the monthly and year to date totals. The committee reviewed invoices, vouchers and prepaid expenses for the month. Any questions or concerns were acknowledged and all reports were properly organized. The Committee also discussed items on the agenda for tonight's meeting.

The next finance committee meeting will take place in January, 2020 prior to the regular Commission meeting.

## **UNFINISHED BUSINESS**

**None**

**NEW BUSINESS**

**A. Consideration to Approve the Purchase of a 2020 GMC Sierra 1500 Truck**

Presented by Parks Superintendent Ketchum. Staff is recommending the purchase of a 2020 GMC Sierra 1500 Truck from Todd Wenzel Buick GMC, Westland, Michigan. The truck will replace the current 2008 GMC Canyon.

The Commission in the past had purchased vehicles using the Oakland County Cooperative Bid Program. In this program, Oakland County Purchasing requests bids for equipment and vehicles for the county's needs. The county allows local units of government to buy equipment off their bid contracts saving time and money. Todd Wenzel Buick GMC is the supplier of GMC trucks for the county. Staff is recommending the purchase of a 2020 GMC Sierra 1500 truck for the county bid price of \$37,610.00. The vehicle warranty is three years or 36,000 miles. This purchase will be in the 2020 Parks Operations Budget under Capital Outlay.

**Motion by Aronoff, seconded by Barash to approve the purchase of a 2020 GMC Sierra 1500 truck for \$37,610.00 from Todd Wenzel Buick GMC.**

**Ayes: All  
Nays: None  
Absent: Sukenic  
Motion Carried, 6 - 0**

**B. Consideration to Approve the Purchase of a 2020 GMC Canyon Truck**

Presented by Parks Superintendent Ketchum. Staff is recommending the purchase of a 2020 GMC Canyon Truck from Todd Wenzel Buick GMC, Westland, Michigan. This truck will replace our current 2006 GMC Canyon truck.

The Commission in the past has purchased vehicles using the Oakland County Cooperative Bid Program. In this program, Oakland County Purchasing requests bids for equipment and vehicles for the county's needs. The county allows local units of government to buy equipment off their bid contracts saving time and money. Todd Wenzel Buick GMC is the supplier of GMC trucks for the county. Staff is recommending the purchase of a 2020 GMC Canyon Truck for the county bid price of \$32,320.00. The vehicle warranty is three years or 36,000 miles. This purchase is budgeted in the 2020 Parks Operations Budget under Capital Outlay.

**Motion by Barash, seconded by Aronoff to Approve the Purchase of a 2020 GMC Canyon Truck for \$32,320.00 from Todd Wenzel Buick GMC.**

**Ayes: All  
Nays: None  
Absent: Sukenic  
Motion Carried, 6 - 0**

Chairperson Wenzel stated for the record that Todd Wenzel Buick GMC is no relation to her.

**C. Consideration to Approve the Proposed 2019 Budget Amendment**

Presented by Executive Director Tucker. Executive Director Tucker stated there were small tweaks within the current budget and it is a favorable amount. We are spending less with this budget amendment than previously; and expenditures are less.

**Motion by Aronoff, seconded by Barash to Approve the Proposed 2019 Budget Amendment #2 as presented.**

**Ayes: All  
Nays: None  
Absent: Sukenic  
Motion Carried, 6 - 0**

Treasurer Aronoff applauded Executive Director and her staff to make the budget amendment in our favor. The residents would be very proud and happy to hear this great news.

**D. Election of the 2020 WBPRC Executive Board**

Chairperson Wenczel indicated the order of nominations would be for Treasurer, Secretary and then Chairperson.

Commissioner Kirkwood nominated Commissioner Aronoff for the position of treasurer. There were no other nominations for treasurer. Commissioner Aronoff accepted the nomination for treasurer.

**Ayes: All  
Nays: None  
Absent: Sukenic  
Motion Carried, 6 - 0**

Treasurer Aronoff nominated Commissioner Barash for the position of secretary. There were no other nominations for secretary. Commissioner Barash accepted the nomination.

**Ayes: Aronoff, Barash, Brooks, Kirkwood, Wenczel  
Nays: Hembree  
Absent: Sukenic  
Motion Carried, 5 to 1**

Commissioner Barash nominated Commissioner Brooks for the position of chairperson.

Treasurer Aronoff nominated Commissioner Kirkwood for the position of chairperson.

Commissioners Brooks and Kirkwood accepted the nomination for the position of chairperson.

Votes:

Kirkwood: Kirkwood  
Barash: Brooks  
Aronoff: Kirkwood  
Wenczel: Brooks  
Hembree: Kirkwood  
Brooks: Brooks

Absent: Sukenic  
Tie vote

At this point, nobody was elected as chairperson. Someone would need to change their vote to create a majority; the winner has to have a majority vote. If there is no one that garners the majority vote, then the by-laws provide that the current officer continues until the successor is properly elected.

Chairperson Wenczel stated the Commission would vote again.

Brooks: Brooks  
Hembree: Kirkwood  
Wenczel: Brooks  
Aronoff: Kirkwood  
Barash: Brooks  
Kirkwood: Kirkwood

Absent: Sukenic  
Tie vote.

Commissioner Brooks stated he would like to concede to Commissioner Kirkwood and give him any tollage Commissioner Kirkwood might need for the position of chairperson.

Commissioner Kirkwood is the new chairperson.

### **ITEMS FROM THE TOWNSHIP LIAISON**

Township Liaison Warshay congratulated the new officers.

Township Liaison Warshay announced he is on the board of United We Walk. The annual event will be held on Sunday, January 19, 2020 at 2:15 pm at West Bloomfield High School. In 2019, it was held inside because of the bitter cold. There will be an event after the Walk, people will be accepting donations of food and other items such as personal care items. It will go to the Grace Center of Hope in Pontiac. If you have any questions or wish to donate, you can go to their website, [Unitedwewalk.org](http://Unitedwewalk.org)

The Veteran's breakfast was a great event. Liaison Warshay indicated he was lucky to help out. They really appreciated all the attention from the greetings, the entertainment, the pictures, then, of course, the breakfast. He looks forward to participating every year. It is a great event.

Liaison Warshay hoped everyone had a meaningful Thanksgiving and wished everyone the best for the holidays and New Year.

The roundabout at Maple and Middle Roads opened last week which was a relief to many people. Traffic is open in all directions.

The Township had two regular meetings and one special meeting since the Parks and Recreation Commission last met. On December 2nd, regular meeting, we have a new collection box ordinance. Some of these boxes in some of the areas have been getting quite overwhelmed; people put furniture next to them. The Township is requiring people who have them to register the box and follow certain requirements so they do not become an eyesore.

The Township approved a liquor license transfer from the Lark that was on Farmington Road, north of Maple Road. It is now going to become an Indian restaurant called Spice and Sizzle. The restaurant is expected to open in late winter or early spring.

On December 16th regular meeting, the Township adopted their budget. The Township will be functioning properly for the coming year. The Township appointed some members of the Cable Commission. Also, some money was spent on election equipment. The turnout for the mileage election was quite high especially in the area of absentee ballots. The clerk is forecasting anywhere from 20,000 to 30,000 with the proposal 3 changes which was approved by the voters in 2018, no reason absentee, same day voting and other changes. At this point, Michigan law does not allow the ballots to be counted before the election. Some States do allow that but they do not release any totals. The purchase will allow the clerk's office to keep up with the expected increase especially with the three upcoming elections -- presidential primary, general primary in August and then, of course, the November election.

The Township appointed a new building director, Gordon Bowdell, who is currently our Zoning administrator. He will take over the building department as well as his current duties at zoning. It is an internal promotion.

The next Trustee meeting will be held on January 27, 2020.

Commissioner Brooks indicated he noticed the roundabout was constructed quite differently than the other roundabouts in West Bloomfield. Commissioner Brooks asked if Oakland County Road Commission would be doing a re-study on the roundabouts in West Bloomfield. The roundabout on Maple and Middlebelt Roads appears to be more like the European roundabouts; it is less accident prone but it doesn't funnel as much traffic as often. Liaison Warshay stated he didn't think so at this point and probably not in the immediate future due to funding. Liaison Warshay indicated he conferred with the Road Commission about some of the markings on the streets. West Bloomfield is a township rather than a city, we do not have street lights and when it is raining, if you notice, the lines are covered by water and it doesn't reflect very well. At this point, they have no plans to improve that at all because of the cost.

**PUBLIC FORUM** - Limited to 2 minutes per Resident for new topics

No comments.

## **ANNOUNCEMENTS**

Commissioner Barash reiterated from last month that the Greater West Bloomfield Chamber of Commerce would be hosting its board installation breakfast on January 10, 2020 at 7:30 a.m. The breakfast will be held at Knotting Hill near the corner of Drake and Maple Roads. Tickets are available. They do a wonderful job hosting the event. If anyone is interested in attending, they can call the Chamber Office at 248-626-3636 and purchase their tickets.

Commissioner Barash thanked the Commissioners, the executive director, superintendents and all of the staff who helps make our community unified and a great value for everyone who lives here, spends time here and spends their money here. He looked forward to a good and fun 2020.

## **ADJOURNMENT**

There being no further business, Commissioner Aronoff made a motion to adjourn, and unanimously supported. The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Secretary

Mona Freiburger  
Recording Secretary

**The West Bloomfield Parks and Recreation Commission will provide necessary aids for access, such as requests for a sign language interpreter or accommodations for a disability, please contact Ruth Lyons at 248-451-1925. Please make your requests early as a week will allow us to provide seamless access.**