

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION REGULAR MEETING
Township Board Room
4550 Walnut Lake Road
West Bloomfield, Michigan 48323
Thursday, March 21, 2019**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Secretary Hembree

ROLL CALL

Present: Chair Sally Wenczel
Treasurer Merv Aronoff
Secretary Michele Hembree
Commissioner David Barash
Commissioner Robert Brooks

Staff Present: Jennifer Tucker, Executive Director
Joe Ketchum, Parks Superintendent
Kelly Hyer, Recreation Superintendent
Township Liaison Warshay

Absent: Commissioner Vincent Kirkwood
Commissioner Jerry Sukenic

Public: 1

PUBLIC FORUM

Police Chief Michael Patton said he just stopped by to say hello and thank the Commission for the great work they are doing. He looks forward to the Touch-a-Truck event and the Easter Egg hunt.

APPROVAL OF AGENDA

Motion by Treasurer Aronoff, second by Commissioner Barash, to approve the agenda.

Ayes: Aronoff, Barash, Brooks, Hembree, Wenczel

Nays: None

Absent: Kirkwood, Sukenic

Motion Carried 5-0

CONSENT AGENDA

Items A through D 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 February 28, 2019 Regular Commission Meeting.
- B. Approval of the February Financial Reports.
- C. Approval of prepaid expenditures in the amount of \$156,916.73. Expenditures in the amount of \$240,254.60. Credit card refunds totaling \$1,725.00 for the month of February 2019.
- D. Receipt of e-mail communication pertaining to construction license violations.

Secretary Hembree said she wanted to make a correction to the minutes. On New Business, Section A, there was a note that she put in with the correction of the minutes and that correction is missing. That correction should have reflected that she has been consistent with asking for LARA information to be placed in the commissioner packages when bids are being requested. She thinks the Commission needs to be careful and cover itself, particularly as it is going forward with the Splash Landing. She would like that correction added into the minutes of February 28, 2019. Chair Wenczel said that part of the Consent Agenda is the email report that was given to the Commission by Mark Robinson, who they are working with on the Splash Landings project. That correspondence states that LARA does not license commercial construction. Secretary Hembree said that she asked for LARA information to be put in for bids. She is asking for this to be included in bids and she has been asking this for three years. Director Tucker stated that the corrections that Secretary Hembree sent were put in as prescribed. Secretary Hembree said the minutes are not word for word. She is the author of what she stated and she knows very well what was said. She would like her statement to be included in the minutes of that meeting. It is an error that it was left out and she would like it included.

Commissioner Brooks said he is confused about what should be added into the minutes. Secretary Hembree said she previously wrote a statement to be put into the minutes but it was left out and she is bringing it up again today because she wants it added in. She would like LARA information to be included with bid packages. She would also not like anyone to omit any changes to the minutes that she makes. Chair Wenczel said she thinks the video of the last meeting should be reviewed to determine what was said. Secretary Hembree said the minutes were corrected because Chair Wenczel has a problem with her and whatever does get approved tonight she still wants the record to reflect that she has asked for this LARA information to be included with bid packages for over three years. This is very important to her.

Chair Wenczel suggested they move on and omit Item A from the approval of the Consent Agenda until staff can review the video again to be sure everyone is in agreement because there is discrepancy between staff and the Commission. Secretary Hembree said there appears to be an issue between Chair Wenczel and herself and whoever has made corrections to the minutes previously have had those corrections included into the minutes. She would like LARA information to be included with bid packages. If Director Tucker or the Commission didn't understand what she was requesting, then they should have mentioned that. She is not adding anything into the minutes that wasn't said.

Director Tucker asked if it would be appropriate to have the recording secretary take a look at the video and minutes again from the February 28, 2019 meeting. Chair Wenczel said she thinks that would be fine. Secretary Hembree said that if the minutes are going to be approved as written, she is going to clarify what was said. When she made the correction to the minutes, they should not have been altered from what she said. If there was an issue she should have been notified before they were put into a final draft. If the minutes are approved tonight, she just wants this on the record.

Motion by Treasurer Aronoff, second by Commissioner Brooks, to approve Items B through D on the Consent Agenda.

Ayes: Aronoff, Barash, Brooks, Wenczel
Nays: Hembree
Absent: Kirkwood, Sukenic
Motion Carried 4 -1

STAFF REPORT

Executive Director Tucker reported that the summer brochure has just gone to print. Those programs will be open for registration on April 1st. Staff has done a fantastic job with the summer brochure; there is so much scheduling to put it together. The 2019 Parks Camp Guide has gone out to past customers. There is a fantastic selection of camps. Splash Landing update is that she has spoken to the president of the company doing the construction and he is excited about this opportunity. They have done quite a few of these splash parks before and they look forward to doing this one as well. Staff hopes to be operational in 2020. They also hope to have everything completed this year and see how it functions prior to opening next summer. Director Tucker invited the Commission to the 2019 Greater West Bloomfield Michigan Week awards breakfast on May 10th. The theme this year is Trails.

Parks Superintendent Ketchum reported that they had staff members attend the Michigan Green Industry Associations spring trade show and convention at Suburban Collection in Novi. Staff members attended classes pertaining to turf management, tree and chainsaw safety.

Equipment repairs have been done all winter long in an effort to get ready for spring and summer. Staff, in conjunction with last month's HVAC issues at the Drake Community Room, identified insulation issues in the building. Staff prepped the building and working with an insulation contractor and upgraded the insulation to make the building a more energy efficient and controlled environment.

Sledding hills were removed yesterday. Pickle ball courts at Drake Sports Park are now open. Hopefully by next week all the tennis courts and pickle ball courts will be open. Bathrooms will not be open as temperatures are still freezing at night. Staff hopes to have the bathrooms opened up by April 15th. The Trail and Nature Preserve as well as the dog park are very muddy. The dog park is closed right now as they are trying to preserve the ground as best they can.

Recreation Superintendent Hyer reported that the February Snowshoe with your Sweetie event was a success. The Naturalists went out of their way to make it special for couples with a hike since there was no snow this year. Pet Massage Workshop is coming up soon; this is a trendy and popular class. The Naturalists belong to a nature collaborative group and they get together throughout the year to share ideas and vendors as well as talk about current trends. This is outside of Mpark that the Naturalists belong to.

Camp registration begins Saturday, March 23rd at 9:00 a.m. Registrations will continue during regular business hours starting Monday. Parks and Recreation is now hiring for all seasonal positions. Interviews will continue through early April.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chair Wenczel thanked staff for all of their hard work to gear up for a busy summer and she is looking forward to the summer camps for sure.

B. Items from the Secretary

None.

C. Items from the Treasurer

Treasurer Aronoff praised staff for all the wonderful work they are doing. He is looking forward to all of the activities in the summer. The Pickle ball courts have gotten a lot of comments from residents that are happy with how they turned out. A lot of other communities do not have these courts and kudos to staff.

COMMITTEE REPORTS

A. Executive: Chair Wenczel

Chair Wenczel stated that the committee met on March 4, 2019. They talked about the March 21, 2019 Commission meeting draft agenda: Orchard Mall Update, Key Dates and timeline for the Splash Landing Project. The next scheduled meeting is April 11th at 6 pm.

B. Finance: Report from Treasurer Aronoff

Treasurer Aronoff stated the committee met before tonight's meeting and discussed and reviewed December invoices, vouchers and the monthly budget status. They also discussed the agenda items for tonight's meeting. The next meeting is scheduled in April prior to the regular Commission meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

(A) Consideration to Approve the Purchase of a Hurricane Z3 Blower

Parks Superintendent Ketchum stated that staff is recommending the purchase of a 2019 Hurricane Z3 Stand-on Riding Lawn Mower. The Hurricane Z3 Blower will replace the 1997 Toro 325 Groundsmaster Mower/Blower that was sold in 2019 (For \$520). The Commission purchased the same Hurricane Z3 Blower in 2017 and staff is very satisfied with its performance. Staff requested quotes from three distributors of the Hurricane Z3 Blower. The quotes are as follows:

Weingartz	\$10,646.09
Saxtons Power Equipment	\$10,699.00
Wheels and Blades	\$11,599.00

The equipment was budgeted for in the 2019 Parks Operations budget in the Capital Purchases line item for \$12,000.00.

Motion by Commissioner Brooks, second by Treasurer Aronoff, to approve the purchase of a 2019 Hurricane Z3 Blower for \$10,646.09 from Weingartz of Clarkston, Michigan.

Ayes: Aronoff, Barash, Brooks, Hembree, Wenczel
Nays: None
Absent: Kirkwood, Suenic
Motion Carried 5-0

(B) Consideration to Approve the purchase of Two Toro Workman MDX Utility Carts

Parks Superintendent Ketchum stated that staff is recommending the purchase of two 2019 Toro Workman MDX Utility Carts from Spartan Distributors of Auburn Hills. These two utility carts will replace two 1999 Cushman carts and will be used for grooming baseball fields at Drake and Keith Sports Parks.

The Commission in the past has purchased equipment from Spartan Distributors using the National cooperative Bid Program. These cooperative programs allow local governments to receive the national bid price saving the agency time and money. Spartan Distributors National IPA Agreement Contract #2017025 price for these utility carts is \$14,211.58 each for a total price of \$28,423.16. The price of these utility carts includes Rahn Groomers that are specially designed to groom baseball fields.

Superintendent Ketchum said that although the Cushman carts have been great, the carts that staff currently uses are not made any more. Commissioner Brooks asked if a reason staff is going with the Toro is because it is easier to get replacement parts. Director Tucker said it is much easier to get the Toro parts from Spartan. Staff already has six of the carts in its fleet. Commissioner Brooks asked what the maintenance record on the Toros is. Superintendent Ketchum said it is exceptional. They haven't had any major problem with these carts. Treasurer Aronoff asked what is the Rahn Groomer and what do they do. Superintendent Ketchum said staff does many things with this groomer. It is a rear mounted grooming apparatus that makes a nice finish onto the ball fields. It has a float bar which levels the surface for the infields. Staff also uses this machine on the trails. The trails get ruts in the spring so they use this machine and groom the trails.

Motion by Commissioner Brooks, seconded by Treasurer Aronoff, to approve the purchase of two 2019 Toro Workman MDX Utility Carts for \$28,423.16 from Spartan Distributors of Auburn Hills.

Ayes: Aronoff, Barash, Brooks, Hembree, Wenczel
Nays: None
Absent: Kirkwood, Sukenic
Motion Carried 5-0

Motion by Secretary Hembree, seconded by Treasurer Aronoff, to add an additional item to New Business.

Ayes: Aronoff, Barash, Brooks, Hembree, Wenczel
Nays: None
Absent: Kirkwood, Sukenic
Motion Carried 5-0

C) Consideration for Monthly Direct Deposit for Commission Members

Secretary Hembree stated that in the times that staff is dealing with contractors, while recommendations are great, she wants to ensure that LARA is involved, or any other agency that staff wants to use, in order to protect the Commission. Next, she would like to address the issue of Direct Deposit for Commissioners. Chair Wenczel said that in order to bring back that agenda item, because it was tabled, that motion has to be rescinded.

Secretary Hembree said she would also like Director Tucker to bring some information to the Commission regarding what grants are being worked on for 2019. Questions were asked about making sure the Commission is on target for grants in the closing of 2018 and she would like to see what staff is doing and what proposals they have, what are their plans for grants or what substitutions there are for grants.

Secretary Hembree said she would also like to bring back the discussion regarding Direct Deposit. Chair Wenczel said in order to rescind something, and this is coming directly from Roberts Rules of Order, the Commission voted to table the discussion of that proposal until the October budget meetings and in order to bring that topic back up for discussion, a request has to be made to rescind the original motion. Secretary Hembree said this Direct Deposit issue is new and the commissioners stated it could be brought back to the next meeting. Therefore she is bringing the Direct Deposit issue back up for discussion. Treasurer Aronoff said that the issue that was tabled at the last meeting was regarding the rate of pay increase. There wasn't a motion on the Direct Deposit. Chair Wenczel said that Direct Deposit can be discussed.

Secretary Hembree said she would like to see the Commission move to Direct Deposit so they are paid as they do their jobs. They should not have to wait for three board meetings in order to receive pay. The issue was that one of the Commissioners said they had knowledge that someone didn't want Direct Deposit. But you have to vote with the members that you have and even if you have previously knowledge, you cannot bring that into a vote. You either agree to Direct Deposit or you don't. Commissioner Brooks said that if there is to be a discussion on an item that a motion has to be made. There should be a clear motion just as there is for motions to approve other agenda items. Secretary Hembree said that this item should have been brought up as Old Business then. Treasurer Aronoff asked if the issue is for the Commissioners to be paid monthly and not quarterly. Secretary Hembree said that is what she said. Commissioner Barash said the motion made at the last meeting was regarding the rate of pay as opposed to how the Commissioners are getting paid. This is dealing with the functionality of getting paid, whether Direct Deposit or a check. Those issues were not part of the discussion or motion. How the Commissioners get the money they are due was not discussed. It was only the rate at which they are paid. Secretary Hembree said she is not talking about the rate of pay, she is only talking about Direct Deposit.

Chair Wenczel said she likes the idea of Direct Deposit but if all the Commissioners were present they could probably have a better discussion on this because everyone has to agree for themselves to get Direct Deposit. Director Tucker said all of the Commissioners should already be receiving Direct Deposit. That is already occurring with the exception of one person. Chair Wenczel said in order for it to be paid weekly, all of the Commissioners need Direct Deposit. Director Tucker said the biggest crux of this issue is the time sheets that have to be filled out by the Commissioners timely and if they are not that causes a problem. Secretary Hembree said you cannot stop a vote from occurring because you feel that all Board members should be present at a meeting. That is not how business is conducted. Even if there are only three Commissioners present, votes still need to be taken. Chair Wenczel said that Secretary Hembree is free to make a motion. It has to be seconded and then the Commission can take a vote. Treasurer Aronoff agreed that Secretary Hembree can make a motion right now. Secretary Hembree said that when information is given to the Commissioners, it should be complete. She would have brought this back as Old Business. The instruction was not to bring back this issue as a motion. It was that the issue could be brought back up at this meeting. There was no discussion about a motion. She has a concern with the way the Commissioners are paid and that concern is Direct Deposit and whether the Commissioners should be paid as they go.

Motion by Treasurer Aronoff, seconded by Commissioner Brooks that the Commissioners will be paid by Direct Deposit monthly instead of quarterly.

Treasurer Aronoff said he is not sure this is the right thing to do because he thinks that all members should be here for the vote. That is his personal opinion. He thinks it is unfair that Direct Deposit be agreed upon when somebody that is not present to vote does not want Direct Deposit. Commissioner Barash said the motion that he made at the last meeting that was unanimously agreed upon, had to do with the rate at which the Commissioners get paid, moving from quarterly to monthly, in addition to the amount of pay. That was all bundled into the same motion. Treasurer Aronoff said he does not think that is a correct statement. Secretary Hembree said they separated the issues. Treasurer Aronoff said that passing this motion tonight would eliminate two people from the vote that may not want Direct Deposit. Secretary Hembree said you cannot stop business based on someone being absent. If that were true, the Commission would never pass

anything. The Commissioners have a duty to the residents to be present at these meetings. That is part of their job and responsibility. If someone is unable to attend, those parties are excused and business goes on. Direct Tucker asked what this agenda item is being called so the minutes will accurately reflect this discussion. Chair Wenczel suggested Monthly Direct Deposit.

Director Tucker said staff is in the throes of switching over to new software and they are also on the verge of their audit so she would respectfully request that the Commissioners consider giving them a couple of months because the time sheets have to be created. She just doesn't want anybody to be more stressed out than they already are. She was not prepared to discuss this tonight. Secretary Hembree she appreciates that but things cannot continue to be put off. This issue was brought up at the December meeting. It was brought up last summer too. With all due respect, this could just be a standard form that is created. She thinks this is a good time to create a quick Direct Deposit form. All of these decisions the Commission makes, like purchases, take effect right away. So in terms of monthly Direct Deposit for Commissioners, she does not think this is something that should be put off. This has been brought up on three or four different occasions. Director Tucker said she is talking about the time sheets that the Commissioners use; they need to be converted. And that would need to be done by the same person that is doing the audit prep. That is why she has asked Commissioner Hembree to give staff a bit of breathing room. Chair Wenczel said direct orders cannot be given to staff without a motion and a vote.

Commissioner Barash asked for clarification if the Commission ends up with a monthly Direct Deposit form of payment, it has to be every Commissioner that agrees and if one Commissioner does not want it then it cannot happen. Director Tucker said that is correct. Commissioner Barash asked if the Commission could be paid monthly by check. Director Tucker said that is up to the Commission if they want to do that. Treasurer Aronoff asked what would it involve to do a monthly payment where any Commissioner that wants to be paid directly could be paid by check and the others could be paid by Direct Deposit. Director Tucker said it increases the cost to print 12 checks instead of 4. It all takes time and while it can be done it is an added burden to staff. Commissioner Brooks said that if this motion passes and there is a Commissioner that cannot do Direct Deposit the alternative is to have that Commissioner receive a check which is a cost and the Commission needs to recognize that that cost will be assessed into the WBPRC budget. Director Tucker said she needs to check into that to see how it would play out because the last time she checked it was that everyone had to be on Direct Deposit. Chair Wenczel said that even if the motion passes, it may not be able to happen because if one Commissioner doesn't agree to Direct Deposit they cannot be strong armed into doing Direct Deposit. Director Tucker said that the Commission is the policy maker. It all boils down to what the Commission agrees to. Secretary Hembree said her concern is that everybody keeps mentioning one commissioner and how does the Commission know that it is actually one commissioner. When you come to a Commission meeting, everyone should be prepared to vote, have discussions, make motions and do whatever is required to be done. You cannot hold up the process with information that you have and not do your due diligence at the dais. That is very inappropriate and she is sad to hear this thought process. The Commission has to move along. They can vote on thousands of dollars every meeting but something so simple as this requires a long, drawn out discussion. The Commission has to move on with processes and get up to date. If the vote passes, one Commissioner cannot hold up the vote from passing. Director Tucker asked if someone can be forced to use Direct Deposit. Treasurer Aronoff said the Commission can make the decision to have any Commissioner that does not want Direct Deposit to receive a check even though there will be an extra expense.

Ayes: Brooks, Hembree
Nays: Aronoff, Barash, Wenczel
Absent: Kirkwood, Sukenic
Motion Failed 2-3

Secretary Hembree said she has a serious concern about the motion that was made at the last meeting and Commissioner Sukenic. The Commission has regular finance meetings and it is about the direction that the Commission has given. When the Commission gives direction, it should be accurate, concise and correct.

When Commissioner Sukenic brought up about the monthly pay amount being changed, there was direction that was given to him. This issue was brought up in the summer of 2018. Commissioner Sukenic was told that the Commission would take a look at the budget, but that did not happen. A motion was made and the Commission skirted the issue by saying they will have to see what is going on with the Splash park. The Commission tonight voted on new mowers. There is never an issue voting on items like that. The Commission should know if there is money in the budget, not that the issue had anything to do with the splash park and had to wait for the new budget in October.

Secretary Hembree said another concern she has is with directions the Commission is giving each other and conversations that are occurring and prejudicing statements that are being made. All of the Commissioners are present to do business and when you vote, your vote should be fair and concise and it should be considerate of the residents. It is not a personal thing. She feels something personal is happening but she is okay and can stand up for herself. She just wants to make sure that when something is said that it is clear because these meetings are recorded. She does not think the Commission is doing things are correctly as they should be and she is concerned.

ITEMS FROM THE TOWNSHIP LIAISON

Township Liaison Warshay reported that on March 11th the Cable Commission sponsored a State of the Communities Address where Supervisor Kaplan and mayors from three other communities gave a joint address. It was quite an occasion and very informative. For folks who live in the Walled Lake School District, on May 7th there will be a millage vote. Before another Commission meeting is held, people will be celebrating Passover and Easter and he wanted to wish everyone a good holiday.

Liaison Warshay also stated that Hazardous Waste Day will be held on April 13th. Residents of West Bloomfield, Orchard Lake and Sylvan Lake can participate. It takes place from 9:00 am – 2:00 pm at the Civic Center. Residents can drop off electronics, batteries, personal shredding and they can also make donations towards the Salvation Army as well. Friday appointments can be made for those people who cannot come out on Saturday. On Friday, Beaumont Medical Center will also be accepting needles, syringes and lancets. Prescription medications can be dropped off at the police station.

Liaison Warshay reported that four Township Board meetings have been held since the last Commission meeting. A work session was held to discuss the millage and the new fire engine was shown off. The millage discussion was put off until April 1st; the Board wanted more information and it will be reconsidered on the 1st. The Board voted to replace two pump stations at a cost of several million dollars that will keep the water supply moving and they also approved a plan for Cranberry Park which is a senior living facility on Haggerty Road. The Board then approved capital improvements at Fire Station #2. It will be getting a new roof. The Board postponed discussion of an ordinance about storing boats to the April 1st meeting. The Board also approved a liquor license that the State had already approved for the restaurant where Huerto's used to be.

PUBLIC FORUM

Police Chief Patton said they are having their annual Police Memorial Service on May 3rd at noon. They will be sending out an email blast to everybody but he wanted to personally invite the Commissioner members. There will be a brief ceremony.

ANNOUNCEMENTS

Treasurer Aronoff said there is a magazine called West Bloomfield Today with an article about the upcoming splash pad and it had a lot of good things to say.

ADJOURNMENT

There being no further business before the Commission, Treasurer Aronoff made a motion to adjourn, and unanimously supported. The meeting was adjourned at 8:15 P.M.

Respectfully Submitted,

Secretary Michele Hembree

Pamela St. Peter
Recording Secretary

(As a permanent record, an audio tape of this meeting in its entirety is on file and will remain at the Parks and Recreation offices where it may be heard.)