

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION REGULAR MEETING
West Bloomfield Township Hall Boardroom
4550 Walnut Lake Road
West Bloomfield, Michigan 48323
Thursday, December 21, 2017**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chairman Green

ROLL CALL

Present: Chairman Joseph Green
Treasurer Merv Aronoff
Secretary Robert Brooks
Commissioner Margie Fiszman-Kirsch
Commissioner Michele Hembree (Arrived at 7:06 pm)
Commissioner Gerald Sukenic
Commissioner Sally Wenczel

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

Absent: None

Public: Township Liaison Jonathan Warshay

PUBLIC FORUM

APPROVAL OF AGENDA

Motion by Fiszman-Kirsch, second by Secretary Brooks, to approve the agenda as presented.

Ayes: Green, Aronoff, Brooks, Fiszman-Kirsch, Wenczel

Nays: Sukenic

Absent: Hembree

Motion Carried, 5 to 1

RECOGNITION OF EMPLOYEE YEARS OF SERVICE - Superintendent Joe Ketchum

Chairman Green presented a resolution to declare their appreciation and gratitude to Joseph Ketchum for his 25 years of service from the West Bloomfield Parks and Recreation Commission. A picture was taken of the Commission and Superintendent Ketchum accepting the framed Resolution dated December 21, 2017.

CONSENT AGENDA

Items A through C 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 16, 2017 Regular Commission Meeting

- B. Approval of the November Financial Reports.
- C. Approval of Prepaid Expenditures in the amount of \$239,331.95. Expenditures in the amount of \$125,447.25 and credit card refunds totaling \$3,815.00 for the month of November 2017.

Motion by Treasurer Aronoff, second by Wenczel to approve the Items A through C on the Consent Agenda.

Ayes: Aronoff, Brooks, Fizman-Kirsch, Green, Hembree, Wenczel
Nays: Sukenic
Absent: None
Motion Carried, 6-1

STAFF REPORT

Director Tucker gave an update regarding the Family Aquatic Center and presented some pictures of the closed for redesign sign. Director Tucker stated that they are working diligently and hoping to be completed in February, 2018.

Director Tucker presented photos that were sent by Commissioner Wenczel of the snow in the parks. There are snow shoes for rent at the Recreation Activity Center for our patrons to use out in the back of the property. If you need more information, please call or look on the Parks and Recreation website.

Branding update. All of the entrance signs were installed and the Marshbank sign had been retrofitted with the new logo. There are some tweaks that need to be done. The signs are fantastic and have had many compliments regarding the logo. Business cards, envelopes, tents, etc., have been updated with the new logo.

Director Tucker presented the new branding video for the Commission.

Director Tucker also presented a picture of most of the staff, who are ready to go for next year.

Superintendent Ketchum thanked the Commission and residents of West Bloomfield for his 25 years of service. Superintendent Ketchum indicated that without the support of the Commission, the support of the residents, that he would not be here.

Superintendent Ketchum presented the park report. The sled hills were set up behind Town Hall over at Marshbank Park. There were four or five good days of sledding. The warmer weather in December closed the sled hills but over Christmas break, if there is enough snow, the sled hills would reopen.

Superintendent Ketchum reminded the residents to be careful when they are sledding. The young ones should put on a helmet for safety while sledding. Do not go sledding at night as lights are not installed.

The Marshbank Park sled hill was redesigned last year. The walkway is now off to the left and right to give a clear entrance for the people to sled down without hitting the fence. This has worked out well.

Installing the RAC sign. The park entrance signs were a huge part of the rebranding. The final touch for staff was to hook up electricity to the sign at the Recreation Activity Center. Marshbank Park, Drake Park and the RAC have lighted signs. Superintendent Ketchum thanked the staff for their dedication, their workmanship and skills.

New maps were installed at the nature preserve behind Town Hall. The County and staff worked together to make the improvements with the new maps and signs that are out in the parks. The signs are bright, and

easy to read. This is a continuing program throughout the park system to replace signs with the new logo and colors.

Outfitting Trucks for Winter: Mr. John McKeown, the RAC mechanic, was busy getting equipment ready for the winter. Photos were shown of the brine making operation and a truck that is, specifically, used for plowing and using salt brine. Superintendent Ketchum recognized the in-house staff for their talent and skill level in fixing the plows and all that they do.

Photos were shown of the brine making machine. Superintendent Ketchum acknowledged the City of Farmington Hills in their leadership in the State in the beet juice and brine operation. West Bloomfield is able to reduce the amount of salt used throughout the system; 1,000 gallons of brine will do approximately 10 applications or 10 snow plowings versus a ton of salt alone.

Superintendent Ketchum presented photos of the storage tanks behind the garage which hold different varieties of brine. There is a TV system, consisting of a camera, for the control system to view the levels of tanks from the inside. The staff is able to load inside all of the trucks with their mixed brine.

Superintendent Ketchum presented photos of the brush hogging and micro mowing for the sled hill to cut along the edges of the trail to get the growth back and out of the trail users way. Brush hogging is a maintenance technique to maintain the rain gardens and bio swales at Marshbank Park.

Superintendent Ketchum thanked the Commission and the residents of West Bloomfield for 25 years of a great place to work.

Secretary Brooks congratulated Superintendent Ketchum for his 25 years of service.

Secretary Brooks questioned Superintendent Ketchum if there would be caution for dog owners relative to the dogs' paws in reference to the brine. Superintendent Ketchum stated that they do not distribute salt brine at the dog park to let it go as natural as possible. When there is ice, sand is distributed.

Commissioner Sukenic congratulated Superintendent Ketchum on his 25 years of service.

Commissioner Sukenic indicated there were several benches that were warped and loose on the dock at Marshbank Park. Superintendent Ketchum indicated that the benches were recycled plastic material and he would talk to the staff after the meeting regarding replacement or maintenance of the planks on the benches.

Commissioner Sukenic questioned Superintendent Ketchum regarding the compressor for the bubbling system. Superintendent Ketchum indicated the compressor is on the dock. A case was built to store the compressor.

Commissioner Sukenic asked about the formula for the brine. Mr. Chris Frey indicated that they mix salt with water and it is tested until it reaches the right percentage of the salt brine. Salt will keep it from freezing.

Superintendent Hyer gave a shout out to Civic Center TV, who made the photos available for this meeting.

Nature Update slides were shown to the Commission. Kids Night Out event, and Walking Stick Program had almost 15 children in each program.

Superintendent Hyer indicated Lauren Azoury, Naturalist, participated in an Oakland County naturalist networking event. This was their first time meeting with great attendance. The group is planning to meet

four times a year to focus on different trends, natural space and to be able to share resources, stories and best practices.

Oakland University Meadowbrook Hall Trip with the seniors was a big hit. Meadowbrook Hall was impressive with every room decorated, and stories told about each room.

New Drop-in Cards Program on Thursdays was added as part of the residents' request. Card playing is happening now at the Recreation Activity Center on Thursday afternoons.

Reminder of upcoming events: Polar Party, the last Saturday in January. Registration has started, tickets are available online or call the Recreation office.

Daddy/Daughter Dance is scheduled for February 21 and February 22, 2018, at Glen Oaks which includes dinner, dancing, and pictures. Registration is now open.

Mother/Son Bowling will be held on March 3, 2018.

Holiday Celebration for seniors will be held at Henry Ford Hospital, Sweet with your Sweetheart. St. Patrick's Day luncheon will be held in March at Drake as well as the senior dance which is also at Glen Oaks which will be held in May. Registration is now open.

For registration of the events is available online 24/7.

In the staff report is a comprehensive list of the new things that are upcoming in the next few months.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chairman Green congratulated Superintendent Ketchum for his 25 years of service. Chairman Green thanked the staff and the Commission for all of the work that they had done this year. Happy Holidays, enjoy the time with you family and be safe.

B. Items from the Secretary

Secretary Brooks congratulated Superintendent Ketchum for his 25 years of service. Happy Hanukkah, Merry Christmas and Happy New Year to all of his fellow Commissioners as well as to the staff for all of their hard work in 2017.

C. Items from the Treasurer

Treasurer Aronoff congratulated Superintendent Ketchum for his 25 years of service. He thanked Director Tucker, Superintendent Hyer and the whole staff for a great 2017.

COMMITTEE REPORTS

A. Executive: Report from Chairman Green (December 11 at 6 pm)

Chairman Green stated the executive committee met on December 11, 2018 at the Recreation Activity Center. In attendance were Secretary Brooks, Treasurer Aronoff, Chairman Green, and Director Tucker. The meeting items for tonight's agenda were discussed along with the latest developments of the ReFAC. A Commission workshop will be held in February, a date will be confirmed to the Commission. Staff training will follow-up in March. The Director's evaluation was

discussed along with some updates on Schulak Farms and the Corners. The Oakland County Road Commission partnership was also discussed. The next meeting is scheduled for January 10, 2018 at 6:00 p.m. Meeting was adjourned at 7:07 p.m.

Commissioner Sukenic stated that he would like the executive report pulled for explanation purposes. Commissioner Sukenic indicated that he wanted an explanation of the report. Commissioner Sukenic stated that all were elected equally and he did not know what was going on with Schulak Farm. Commissioner Wenczel suggested to Commissioner Sukenic to make an appointment with Director Tucker to discuss his questions, as she did, in a relaxed and open discussion.

Commissioner Sukenic indicated that he met with Superintendent Ketchum at the old maintenance garage. Commissioner Sukenic stated he did not know which questions to ask but asked for a special report that was produced by Director Tucker. Commissioner Sukenic stated that the Commission was very transparent for 12 years but now, we don't have that transparency. Treasurer Aronoff tried to make a suggestion but Commissioner Sukenic stated he did not want his suggestion, he had his own issues with Treasurer Aronoff. Chairman Green stated that the Commission receives the packets on the same day, Friday before the meeting, everyone is privy to the information at that time. Chairman Green suggested that if he had items to discuss, to take time out of his day to make a phone call.

Commissioner Sukenic indicated that he got certain information, but he did not have information on two items as well as an offer made at Schulak Farm several months ago. Commissioner Fiszman-Kirsch, respectfully, indicated that Commissioner Sukenic was talking about items to bring to the Director without the knowledge of the rest of the board. The building is owned by the Parks Commission and is not for sale.

Commissioner Sukenic stated that Ms. Fiszman-Kirsch was out of order, and she was out of line.

B. Finance: Report from Treasurer Aronoff (December 21 at 6 pm)

Treasurer Aronoff stated tonight's finance committee meeting took place at the Town Hall. Present were Treasurer Aronoff, Commissioner Wenczel, Commissioner Fiszman-Kirsch and Director Tucker. The Committee assessed the budget to actual spending for the month ending November, 2017 which included the administration, recreation, parks operation and transportation departments. The data indicates line item budgets for the year and the amount spent on each item of 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. Also provided were revenues associated with property taxes, recreation and other sources of income. The figures express projective 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, revenues plus fund balance will more than meet spending for the monthly and yearly to date totals. The Committee reviewed invoices, vouchers and pre-paid expenses for the month. Any questions or concerns were acknowledged and all reports were properly organized. Items on the agenda for tonight's meeting were also discussed. The next finance meeting will take place in January prior to the regular Commission meeting.

Commissioner Sukenic indicated he had questions for the finance person regarding the monies from the private sale of the furnishings from the pool. Director Tucker stated that it is in the report that he requested today under asset sales. Director Tucker stated the timeframe in which he requested was in 2016, the liquidation of those items did not start until recently. \$2,000 in the report was for the deck chairs.

Commissioner Sukenic questioned if the umbrellas were sold. Director Tucker indicated that the umbrellas were not sold, they were past their life expectancy, and most were 20 years old. Commissioner Sukenic questioned the \$1,202, the top item. Director Tucker stated it was for an item in 2016, it was not for the equipment at the Family Aquatic Center. Commissioner Sukenic also questioned other finance amounts on the report. Director Tucker indicated that if there is information of particular items, she would be glad to look them up for him, if he would give her some notice before the meeting. Commissioner Sukenic questioned if there was any other pool equipment that was not sell that is usable or if they were going to reuse it. Director Tucker indicated that any usable item such as the 20 year old floatation devices for aquatic classes were moved to other facilities for storage or moved to another municipality to further their programs.

Commissioner Fizman-Kirsch asked the Chairman for point of order. There is a procedure by which Commissioners are more than welcome to contact the Director to ask for an item to be included in the agenda. Commissioner Sukenic asked Commissioner Fizman-Kirsch to, please be quiet, "you are dishing out crap". Commissioner Fizman-Kirsch asked Commissioner Sukenic if he "would behave with the dignity of the position in which you are elected to".

Chairman Green asked for a five minute recess.

Commissioner Sukenic left the meeting.

UNFINISHED BUSINESS

NEW BUSINESS

A. Consideration to Approve the Amended 2017 WBPRC Budget

Director Tucker stated that there is an amendment to the 2017 WBPRC Budget, the final budget adjustment. The anticipated expenditures were lowered by \$28,000 but the revenue would remain the same. The fluctuation is noted.

Motion by Treasurer Aronoff, seconded by Commissioner Fizman-Kirsch to approve the Amended 2017 WBPRC Budget

Ayes: All

Nays: None

Absent: Sukenic

Motion Carried, 6-0

B. Consideration to Approve the 2018 WBPR Commission Officers

Nominations were made and accepted for the 2018 WBPR Commission Officers. New Commission Officers are as indicated below:

Robert Brooks, Chairman

Joe Green, Secretary

Merv Aronoff, Treasurer

ITEMS FROM THE TOWNSHIP LIAISON

Trustee Warshay congratulated Superintendent Ketchum for his 25 years of service. In Township business, the budget for 2018 was approved. Several capital improvements for 2018. Progress for employee contracts is moving along and, hopefully, there would be good news to report in January for final contracts.

Orchard Lake Road is completed, two lanes open in each direction. The lights are still to be installed in the spring.

There is now a student member of the Board of Trustees, Avani Samandur, she is a West Bloomfield High School senior with a 4.17 grade point average.

Trustee Warshay wished everyone happy holidays and looked forward to what next year has in store for the Township. The Oakland County blog had several entries listed of homes with holiday lights, none were in West Bloomfield as of December 15th.

Commissioner Hembree wished Trustee Warshay happy holidays and thanked him for all of his support for the Commission.

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

ANNOUNCEMENTS

Commissioner Hembree thanked the RAC staff for their great job while also recognizing the great volunteers who help with the programs.

Chairman Green also thanked the staff and volunteers.

Commissioner Fiszman-Kirsch thanked Aqua Tots for making their 90 degree (temperature) pool available to the community during their open hours. For a modest sum of \$3, the residents can participate in their open swim between the hours of 12:30 p.m. and 3:00 p.m. every day. Aqua Tots also offers classes in the evening.

Treasurer Aronoff wished everyone happy holidays and a great new year. A lot of great things coming next year in 2018 for Parks and Recreation. Drive careful, be careful, and have a happy holiday.

Director Tucker indicated that we had honored Superintendent Ketchum tonight. They had known each other for 20 years, she was thankful for his friendship and now a co-worker. Happy 25.

ADJOURNMENT

There being no further business before the Chairman Green made a motion to adjourn, and unanimously supported. The meeting was adjourned at 8:12 p.m.

Respectfully Submitted,

Secretary Robert Brooks

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.

(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.)