

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION
West Bloomfield Township Hall Boardroom
West Bloomfield, Michigan**

**Wednesday, December 14, 2022
7:00 PM**

APPROVED

CALL TO ORDER

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

ROLL CALL

Present: Chair Robert Brooks
Secretary Vincent Kirkwood
Treasurer Terrance Adams
Commissioner Merv Aronoff
Commissioner David Barash
Commissioner John Erich
Commissioner Sally Wenczel

Staff Present: Joe Ketchum, Interim Executive Director
Kelly Hyer, Recreation Superintendent
Chris Frey, Parks Superintendent
Pat Helson, Administrative Assistant

Absent: None

Public: None

PLEDGE OF ALLEGIANCE

PUBLIC FORUM

APPROVAL OF AGENDA

Motion by Commissioner Aronoff seconded by Commissioner Wenczel to approve the agenda with the removal of number 7- items from the Township Liaison.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7 - 0

CONSENT AGENDA

Items A through F 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.

Approved at the West Bloomfield Parks and Recreation Commission Meeting of January 26, 2023

- A) Approval of Minutes from Regular Commission Meeting, November 17, 2022
- B) Approval of November Revenue and Expenditure Report.
- C) Approval of Prepaid Expenditures in the amount of \$208,308.29.
- D) Approval of Expenditures paid by Check in the amount of \$74,492.71.
- E) Approval of Credit Card Refunds totaling \$5,205 for the month of November 2022.
- F) Receipt of the November Cash Balance.

Motion by Commissioner Aronoff, seconded by Commissioner Barash to approve items A through F on the Consent Agenda.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7 - 0

ITEMS FROM THE TOWNSHIP LIAISON - Removed from tonight's agenda

STAFF REPORT

Interim Executive Director Ketchum informed the Commission that the deadline for applications for the HR Manager has been extended to January 20, 2023, from December 6, 2022, due to the number of responses and that they are widening their search. An All-Staff Development Day will be held on January 10, 2023, where goals for 2023 will be discussed as well as having guest speakers, team building and educational activities. Interim Executive Director Ketchum thanked all that participated in "Operation Good Cheer", which was a huge success. Staff held a wrapping party during lunch on December 1st to wrap all the collected gifts and then taken to the Oakland County International Airport for distribution and delivery. Over 19,000 gifts were collected, statewide. Interim Executive Director Ketchum thanked the Commission for allowing staff to work a half-day on December 9th to enjoy an Employee Appreciation event at Wonderland Lanes. The staff enjoyed the friendly competition, camaraderie, and the opportunity to celebrate all they accomplished in 2022.

Superintendent Frey informed the Commission that Fall closing and Winter preparations are still underway within the Parks division. Staff took down swings and closed the playgrounds. Staff has been busy micro-mowing and brush hogging areas they normally can't get to or don't mow during the warmer seasons to enable the pollinators to thrive but that now must be cut down to kill or prevent invasive species from returning in the Spring. Interim Executive Director Ketchum commented that these are the areas they hope to perform a controlled burn in the future which would be beneficial and helpful in the clearing of the areas. Superintendent Frey told the Commission that Parks Technician, Dan Raupp, performed wood replacement on the boardwalk along the trail. This is for safety reasons and helps prolong the life of the wood along the boardwalk. Staff have also performed maintenance and final preparations on four main snow removal trucks and have been training and re-familiarizing themselves as to how to operate the equipment in a safe and efficient manner. Commissioner Barash had some questions for Superintendent Frey regarding the controlled burn procedures. Superintendent Frey commented that homeowners had questions on a previous burn and the questions were addressed and the procedure went as planned and was considered a success. Interim Executive Director Ketchum commented that a lot of planning and preparation goes into the process, and it is great for the environment and burned areas re-grow healthier than before.

Superintendent Hyer provided an update on the multiple grants the WBPRC have applied for or will be applying for. Sales for 2023 Dog Park permits went on sale and have been selling very well. Superintendent

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Hyer wanted to remind the community of the WBPRC office Holiday closure from December 23, 2022, until January 3, 2023. The 2022-23 Winter Guide has been completed and mailed out to residents. The Senior Expo was held in November at Abbott and was very successful as well as the Heroes Appreciation event. Superintendent Hyer reported that returning Mother/Son dance was sold out at 200 attendees. The Seniors Harvest Luncheon was also well attended and much appreciated by the Seniors. Lastly, she reminded the Commission and residents of upcoming events. Commissioner Erich offered his compliments on the Winter Guide. He also asked a status update on the Hawk Light on Orchard Lake Road and Interim Executive Director Ketchum replied that the project belonged to the county, and he hoped it would be bid out by Oakland County Road Commission in 2023. Superintendent Hyer also reminded residents that outdoor rental reservations open on March 1, 2023, and that indoor rentals at The Lodge at Marshbank Park are available now. In response to Commissioner Kirkwood's question, rental reservations for Lily Pad Springs will open in late April 2023. In response to Commissioner Wenczel's inquiry, Superintendent Hyer said to expect a full update on the Green Team operations in 2023.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chairman Brooks expressed his appreciation for the Insider newsletter and the success of Operation Good Cheer and all the effort that went into it. He sent out kudos to Judy for all her hard work and dedication in running several of the Park's programs and to Superintendent Frey for his and his Park's Staff contributions to safety, for both employees and residents.

B. Items from the Secretary

Secretary Kirkwood reiterated Chairman Brooks' comments about Superintendent Frey's report and the detail provided. Secretary Kirkwood shouted out to Megan Tehako for the colorful Winter Guide. He commented on the cost effectiveness of WBPRC programs where other communities may be raising prices.

B. Items from the Treasurer

Treasurer Adams commented on volunteering at the Heroes Appreciation event and how impressed he was with the event and performers. He also thanked Commissioner Aronoff for stepping in for him at the last Commission meeting.

COMMITTEE REPORTS

Executive: Chairman Brooks

Chairman Brooks stated they met on December 8, 2022. Present were himself, Secretary Kirkwood, Treasurer Adams, Interim Executive Director Ketchum, Superintendent Frey, Superintendent Hyer and Finance Manager Smith. They discussed tonight's meeting agenda and the new business items to be presented as well as the Schulak Farm Property. Several updates were provided on ongoing projects. The Committee was provided an update from C4ioe and discussed Personnel issues. Chairman Brooks would like to add New business item D to the Agenda and name Commissioner Erich as Chairman of an HR Subcommittee in 2023. Their next meeting had not yet been scheduled, pending the outcome of Officer Elections.

Finance: Report from Treasurer Adams

Treasurer Adams indicated the Finance Committee met Wednesday, December 14, 2022, at 6:00pm. Present were himself, Commissioner Aronoff, Commissioner Barash, Interim Executive Director Ketchum,

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and Finance Manager Smith. The Committee assessed the budget to actual spending for the month ending November 30, 2022. This included the divisions of administration, recreation, parks, transportation, and the Commission. The data indicates line-item budgeting of the year, the amount spent on each item for the month, the amount spent on each item year to date and percentage of the budget spent on each item for the year to date. The Committee was also provided revenues associated with property taxes, recreation, and other sources of income. The committee was satisfied with positive results and reported they are under budget year to date. Through August, the Commission was approximately \$655,000 under budget (with reduced, amended budget). The committee reviewed invoices, vouchers, and prepaid expenses for the month. The committee reviewed agenda items for tonight's meeting. Any questions or concerns were addressed and satisfied. The next meeting is scheduled prior to the regular Commission meeting on January 26, 2023, at 6pm, prior to the monthly Commission meeting.

Strategic Planning: Report from Commissioner Wenczel

Commissioner Wenczel stated the Committee had nothing to report to the Commission. Chairman Brooks asked that the Strategic Committee work with Interim Executive Director Ketchum on the school property located on Long Lake Road. Commissioner Wenczel agreed.

NEW BUSINESS

A. Consideration to Approve the Purchase of an Exmark Model 980 Zero Turn Mower with Bagging System

Staff is recommending the purchase from Weingartz Power Equipment for \$19,245.00. This purchase will help our mowing crew increase efficiencies and provide backup capacities when equipment is out of service for repairs. In the past, the Commission has purchased equipment using cooperative bid programs. These cooperative programs allow local units of government to purchase equipment off their bid contracts saving local governments time and money period the X mark pricing is from the Oakland county cooperative bid. Superintendent Frey commented they want to get the motion approved now, to hold 2022 pricing, but they will not take delivery of the mower until 2023.

Motion by Commissioner Wenczel second by Commissioner Aronoff to approve the purchase of one Exmark model 980 Zero Turn Mower with Bagging System from Weingartz for the price of \$19,245.00 with the stipulation that the WBPRC make a resolution to put a hard stop to purchasing gas powered equipment by 2026.

After discussion within the Commission on the feasibility of available, dependable, electric powered large equipment needed to complete the necessary tasks within the Parks by the 2026 deadline, it was agreed to continue the Green efforts and advancements the WBPRC is already making without setting a moratorium on the Motion at this time. It was decided to have a future stand-alone resolution presented in place of a resolution on this purchase, alone.

Ayes: 1

Nays: 6

Absent: 0

Motion Denied: 1-6

Second Motion by Commissioner Barash second by Commissioner Aronoff to approve the purchase of one Exmark model 980 Zero Turn Mower with Bagging System from Weingartz for the price of \$19,245.00

Ayes: 6

Nays: 1

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Absent: 0

Motion Carried: 6-1

B. Consideration of Amending Current Rules prohibiting the Operation of Unmanned Aircraft Systems

WBPR has been notified by an attorney representing the Michigan Coalition of Drone Operators Inc that our rule prohibiting drones from flying in WB parks is in violation of the Michigan Unmanned Aircraft Systems Act. We have confirmed this opinion with our attorney.

Motion by Commissioner Aronoff second by Commissioner Wenczel to approve to amend current park rules prohibiting the Operation of Unmanned Aircraft Systems to read “Unmanned Aircraft Systems shall be allowed so long as the operation is in accordance with federal and state laws and does not violate any criminal laws”.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7 - 0

C. Election of the 2022 WBPRC Officers

Nominations-

Chairperson

Commissioner Wenczel nominates Commissioner Brooks (accepted)-

Commissioner Brooks Approved by a vote of 7-0

Secretary

Commissioner Aronoff nominates Commissioner Wenczel (accepted) 1 Vote

Treasurer Adams nominates Commissioner Kirkwood (accepted) 2 Votes

Commissioner Wenczel nominates Commissioner Erich (accepted) 4 Votes

Commissioner Erich Approved by majority of 4 Votes

Treasurer

Commissioner Kirkwood nominates Commissioner Adams (accepted)

Commissioner Aronoff nominates Commissioner Kirkwood (declined)

Commissioner Adams Approved by a vote of 7-0

D. Motion by Commissioner Barash second by Commissioner Kirkwood to A) Amend the previously approved agenda and B) To add to the agenda a motion to approve the creation of an HR Subcommittee.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7-0

Chairman Brooks appoints Commissioner Erich to chair the HR Subcommittee. Commissioner Erich accepts the appointment. Commissioner Barash asks to Co-Chair the HR Subcommittee with Commissioner Erich, which was approved by Chairman Brooks.

PUBLIC FORUM -

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Chairman Brooks asked to take a moment of silence to remember Dick Roberts. Dick was honored in November for his contribution to Seniors and to the West Bloomfield Parks and Recreation Department. Chairman Brooks would like to send condolences out to his family and friends.

Commissioner Wenczel encourages everyone to participate in the Winter Solstice Walk on Wednesday, December 21, 2023, at the WBPRC.

Commissioner Barash made a year-end thanks to everyone involved in the WBPRC, residents and staff.

ANNOUNCEMENTS - None

ADJOURNMENT

There being no further business before the Commission the meeting was adjourned at 8:37PM

Reviewed by,
Vincent Kirkwood

(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.)