

**FINAL
CHARTER TOWNSHIP OF COMMERCE
PARKS AND RECREATION COMMITTEE MEETING**

Monday, November 23, 2009
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Petsch called the meeting to order at 7:04 pm at the Commerce Township Hall.

ROLL CALL: Present: William Petsch - Chairperson
Tim Wichert – Vice Chairperson
Michelle Holmes – Secretary
Dave Schultz
Peter Pace
Dick Zemmin

Absent: Robert Long

Also Present: Emily England, Director of Senior Services/Parks and Recreation

COMMUNICATIONS:

None

APPROVAL OF MINUTES:

MOTION by Wichert, supported by Holmes, to approve the October 26, 2009, Parks and Recreation Committee Regular Meeting Minutes with the following corrections:

Page 2

Item #1 Adjust names of Cub Scout representatives
Insert name of representative From Walled Lake Western,
Ms. Schwandt

Page 3

Item 2, 1st bullet Change word variance to “waiver”
Item 2, 4th bullet add “planned for 2010 season” to end of sentence

APPROVAL OF MINUTES (Motion continued)

Page 4

Item 2, Friends.. Delete sentence beginning with “No discussion...” and replace with “The Committee met with Friends of Byers at their site before the Parks and Recreation meeting. Friends are ready for the scheduled Boo Bash on Halloween night.” Add missing name “Mr. Pete Lesner, from Lakes Area Hawks”

Item 4 1st bullet
3rd bullet

Add missing name “Dave Spencer”
Add “for snow removal” to end of sentence.

Page 5

1st bullet
2nd bullet
4th bullet

Add the word “existing” before Mileages
Add “were introduced” to end of sentence
Add “for Holiday season” to end of sentence
Replace the word “it” with “vandalism”

Item 6

Page 7

Item 9

Delete sentence and replace with “Under review by the Township Attorney.”

Item 12

Insert Resolution language

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS:

Ellen Smith
215 Foxbury
Commerce Township

Ms. Smith wanted to know if the Township budget was posted online. Chairperson Petsch explained that she could request to view a copy of the Township Budget at the Clerks Office.

**ITEM 1: WAIVER REQUEST: BOY SCOUTS PACK #36
SATURDAY JANUARY 23, 2010**

Debra Szpiech was present representing Boy Scouts Pack #36. They will be hosting a winter fun day for the troop. They are expecting 50-75 people including 40 members of Pack #36.

WAIVER REQUEST: BOY SCOUTS PACK #36 (continued)

Ms. Szpiech is aware of applicable fees and Emily confirmed availability of the date.

MOTION by Wichert, supported by Zemmin, to approve the application for Boy Scouts Pack #36, for use of the Ralph C. Richardson Community Center, on Saturday, January 23, 2010, with applicable fees charged.

MOTION CARRIED UNANIMOUSLY

ITEM 2: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Frank Vigliarolo, President of Lakes Athletics

Mr. Vigliarolo was unable to attend tonight's meeting. Chairperson Petsch requested the email received from Mr. Vigliarolo, dated November 23, 2009, be entered into the minutes. Highlights from the email are below:

- Registration has opened for our league and we have already received approximately 30 or so registrations.
- We are looking into growing our league by offering a travel option to our existing house and tournament divisions. This would allow us to grow our league, but at the same time retain our players that may be going to other travel organizations. This will also allow us to be more competitive at the lower levels as well.
- All baseball infields' have been redefined and prepped for the upcoming season.
- We will also look to possibly partner with CLL on the Fall League with utilization of not only the Lakes Fields but the CLL fields as well.
- We have also looked into having the Liaison between your department and Lakes from a volunteer standpoint. We have asked if anyone would be interested and are still trying to look at options.

Softball – Interlakes Girls, Mr. Dan Kramer

Mr. Kramer was unable to attend tonight's meeting. Highlights of his email are below:

- Registration begins January 13, 2010.
- Requesting the Township add details of their registration in the newsletter.

Baseball - Commerce Little League, Mike Snyder

Mr. Snyder was unable to attend tonight's meeting. Highlights of his email are below:

- Construction on the concession stand commenced on November 13, 2009 and it is progressing nicely. They will post photographs on their website (www.commercelittleleague.com) in the near future. They plan to have the shell of the building up by the end of this year and the interior completed early next year. They will schedule the installation of the water/sewer service to the concession stand, as soon as they are able to, in the spring of 2010.
- They hope to have everything up and running by the start of their season in late April 2010. They are appreciative that Jeff Bowdell and the Building Department have been very helpful and accommodating during the entire process. They feel they would not have been able to begin construction this past fall if not for the efforts of Jeff and his team.
- They are contracting with Midwest Landscape to do some field improvements this fall. They are able to start the improvements now because the contractor has agreed to defer the cost of these improvements until spring 2010. The scope of work is as follows:
 - A) Delivery and distribution for a total of 250 tons of 80/20 infield mix (ball meal) to all eight fields.
 - B) Core aerates and compact with heavy roller on all outfield lips (3-5 ft. wide) before grading. Proposed work will eliminate all existing outfield lips and will restore an even and flat transition between the infield and the outfield.
 - C) Sod cut and edge, as needed, on all infield and outfield grass areas. Proposed work will remove weeds, overgrowth, and any inconsistent edges that are present.
 - D) Re-grade and compaction roll to restore all infield skins to a flat and playable condition.
 - E) Proposal includes relocating any existing sprinkler heads exposed in the infield areas.
- Registration for the spring 2010 season will begin on January 9, 2010 for returning players (from spring 2009 season), and open to everyone else on January 16, 2010. Registration fees will be unchanged from last year.

Baseball - Commerce Little League, Mike Snyder (continued)

- Starting on or about June 1, 2010, they will create teams to play in the intercity league that will consist of 15-16 year old players. They will distribute information and try to recruit players and managers for those teams in the months ahead.

Soccer - CW3, John Varcie

Mr. Varcie was present and discussed the following with the Parks and Recreation Committee:

- Registration is now open for recreation house and travel teams.
- They will send Emily an email requesting registration information be displayed at the Ralph C. Richardson Center.
- Over 200 parents attended the Knee Injury Prevention Program for female athletes. The next step is to review each female athlete individually to see what shape their body is in, in an attempt to prevent further injuries.
- A new trainer was hired.
- Vandalism on Dodge Parks soccer fields - were recently vandalized with spray paint. The paint should be gone by next spring.
- Grass appears to be coming along well.
- Grant application deadline is coming soon. Paperwork needs to be submitted.

Mr. Varcie and the Committee had a lengthy conversation relating to ongoing vandalism on the fields.

The Committee directed Emily to inquire about the signs that the Parks and Recreation Committee recently approved, as there is further damage to the fields.

The following is copied from the minutes of the Parks and Recreation meeting of August 24, 2009.

ITEM 9: DODGE PARK SOCCER FIELDS

- *Fertilizing the soccer fields began last week.*
- *The Township has taken over the irrigation system and is in full control of the fields.*
- *Keep communication open with CW3 in regards to field status for play times.*
- *There should be signs placed that will advise the public of the field status.*

ITEM 9: DODGE PARK SOCCER FIELDS (Continued..)

The Committee asked Emily to check the status of a Motion (copied below) made in May 2009. Committee members feel the signs could make a big difference in overall maintenance of the fields.

(Motion from May 2009, Parks and Recreation Committee regular meeting)

MOTION by Long, second by Holmes, to recommend to the Township Board, approval not to exceed \$500.00, to post signage at the Dodge Park soccer field area indicating no play - to keep people off the fields until they are established for play.

MOTION CARRIED UNANIMOUSLY

Emily will check on the status of the above request and report to Committee members at the Parks and Recreation Regular Scheduled Meeting in September 2009.

Friends of Byers, Cindy Sawyer

Ms. Sawyer was present and discussed the following with the Parks and Recreation Committee:

- The "Boo Bash" on Halloween night went very well. There were approximately 75 children of all ages in attendance. Guests were excited and expressed an interest in having a "Boo Bash" every year.
- Lighting that was vandalized was repaired just before the "Boo Bash" event.
- The next event will be on December 20, 2009. A flier was passed out to the Committee for their review and approval. The Committee was pleased to see another scheduled event at Byers.
- The Friends of Byers purchased a camera with immediate printing capability. They will use it at the Santa event and charge a small fee for pictures.
- They will begin working on the 2010 calendar the beginning of next year.
- They are spending money; however, no funds are coming in. They need to schedule a fundraiser.
- The Committee was pleased with the progress and thanked The Friends of Byers for their continued efforts.

ITEM 3: PARKS AND RECREATION DEPARTMENT REPORT

Emily England reported on the following:

- Over 100 people have signed up for the Thanksgiving lunch on November 24, 2009. This is the biggest lunch the center has held.
- Bids, advertised in the Spinal Column, went out to repair the sewage issue in the bathrooms. The entire entry will have new tiled floors and the bathrooms will be completely redone
- Working on the newsletter.

ITEM 4: TOWNSHIP BOARD REPORT

Robert Long was absent from tonight's meeting.

ITEM 5: MAINTENANCE REPORT

Emily England gave a report on the following:

- Township facilities were winterized.
- All of the overhangs and roofs at the Township Hall have been cleaned of debris.
- The leaves were mulched around the Township.
- The garage at the new Township Hall was painted.
- Regular Maintenance was completed.

ITEM 6: PARKS AND RECREATION 2010 MEETING SCHEDULE

The Committee discussed the Parks and Recreation 2010 Meeting Schedule.

- Schedule four meetings per year in place of one meeting per month.
- The Committee does not feel they can fulfill the needs of the community and leagues if they only had four meetings per year.
- Those who work on the parks consist mainly of volunteers from community groups and they rely on direction from the Parks and Recreation Committee, especially in the summer when many activities are scheduled.
- They would like to keep open communication with the community and leagues.

After much discussion, the Committee agreed that it is very important they continue to be available on a monthly basis, to provide direction and open communication with Community Groups, and the leagues.

PARKS AND RECREATION 2010 MEETING SCHEDULE (continued)

The Committee agreed as a whole, that they would keep the 4th Monday of each month open to attend a Parks and Recreation meeting, if needed. They will attend the four formally scheduled meetings per year and will meet on the 4th Monday, on an as needed basis and on a volunteer basis, if necessary. Therefore, the following Motion was made.

MOTION by Pace, supported by Wichert, to reject the Parks and Recreation 2010 Meeting Schedule, as monthly meetings are needed as standard protocol. Members will waive fees, unless it is a special meeting.

MOTION CARRIED UNANIMOUSLY

ITEM 7: WATER AND SEWER CAPITAL / LATERAL COSTS AND INSTALLATION CHARGES POLICY

Mr. Jeff Bowdell explained the following to the Committee:

- Lakes Area Hawks Board of Directors recommends waiver of the water and sewer fees for Hickory Glen Park.
- Looked into Lakes Area Hawks at Hickory Glenn there was a recommendation from this Board that the water and sewer fees be waived. Never went to Township Board – there is sewer service at Hickory Glenn that was never paid for.
- Hawks took care of installation burial of line from pressure sewer to Glengary Road to station, no other fees were paid
- Commerce Little League has 900 feet of pressure sewer line from the road to the building – all charges are approximately \$35-40,000.00.
- Capital lateral charges was explained in detail in relation to this job as well as other projects in Commerce Township that have capital lateral charges.
- Cost for installation of the grinder pump at Hickory Glenn and reasons for charges.
- Discussed why those who make improvements to a park within the Township should pay the entire cost of the improvements when it is a benefit to the Township. The leagues asked the Township if they could construct and use the building. There would be no need for a pressure sewer line if the building were not there.
- Quarterly charges paid by leagues.

WATER AND SEWER CAPITAL/LATERAL COSTS AND INSTALLATION CHARGES POLICY (continued)

- Need to set precedence with this project. Decision needs to be made by the time Commerce Little League comes to the Township in the spring.
- The cost of the grinder pumps along with contract capital and lateral benefit costs will be submitted to the Committee via Emily, so the Committee will gain a better understanding of the current situation.

ITEM 8: ELECTION OF OFFICERS

MOTION by Schultz, supported by Pace, to nominate William Petsch, as the Parks and Recreation Committee Chairperson for the 2010 year.

MOTION CARRIED UNANIMOUSLY

MOTION by Wichert, supported by Pace, to nominate Dave Schultz, as the Parks and Recreation Committee Vice Chairperson for the 2010 year.

MOTION CARRIED UNANIMOUSLY

MOTION by Petsch, supported by Holmes, to nominate Peter Pace, as the Parks and Recreation Committee Secretary for the 2010 year.

MOTION CARRIED UNANIMOUSLY

New Officer positions will begin in January 2010

ITEM 9: REVENUE & EXPENDITURE REPORT

The Committee reviewed the Revenue & Expenditure Report and the approved 2010 Township Budget. There is question with the following:

- Open space – what did we spend so much money on?
- No accumulative number to report on open space, capital services?
- Life insurance is in the negative.

ITEM 10: AGENDA REQUEST

- Budget issues
- RFP
- Water sewer policy issues
- Calendar

ITEM11: OTHER MATTERS

Due to the holiday, the next meeting will be held on December 21, 2009.

ADJOURNMENT

MOTION by Holmes, supported by Schultz, to adjourn the meeting at 8:35 p.m.
MOTION CARRIED UNANIMOUSLY

Michelle Holmes, Secretary