

Approved Minutes

January 11, 2021

Woodhull Township Park and Recreation Commission

Call to order: 7:03 pm

Virtual Zoom meeting

Open with Pledge of Allegiance

Roll call: Mrs Cathy Provines, Chairman – Present Shaftsbury, Shiawassee Co
Mrs Paula Hill, Trustee - Present – Present Shaftsbury, Shiawassee Co
Mrs Cindy Bawks, Treasurer – Present Shaftsbury, Shiawassee Co
Mrs Justine Bell, Trustee – Present Haslett, Shiawassee Co
Mrs Paula Palmatier, Secretary - Present Shaftsbury, Shiawassee Co

Review of today's agenda. Justine made the motion to accept the agenda. Cathy seconded.

Roll call to vote: Paula H – y, Cathy – y, Paula P – y, Cindy – y, Justine – y

Motion carried.

Review of proposed Dec 14, 2020 minutes.

Justine made the motion to accept the minutes. Cathy seconded.

Paula P. proposed adding detail to the discussion during custodial report to reflect number of trees needing removal, and the board agreed plan for the dropped trees and brush. Also corrected 2 entries to show there were roll call votes.

Justine made the motion to approve the minutes from last meeting as amended. Cindy seconded.

Roll call to vote: Paula H – y, Cathy – y, Paula P – y, Cindy – y, Justine – y

Motion carried.

Motion to approve budget/financials as presented.

Only expenses were board pay for Oct park work and attending December meeting, JJ Excavating and Tree Service and utility bill.

Cathy made the motion to accept the financials. Paula P seconded.

Roll call to vote: Paula H – y, Cathy – y, Paula P – y, Cindy – y, Justine – y

Motion carried.

Discussion on transferring money to address a shortage in Maintenance line item, while we have an overage in Salaries and Contracted Salaries line items. Per Township Trustee Tom Jelenek the board is free to move money within our cost center. Cathy needs to let Sandy Winans know what amount we need moved.

Reviewed monthly custodial report. Jerry highlighted a couple of items. Tree removal was completed. Now feels the chipping is more work than he can handle. He got a price for a contractor to chip the brush and move into a couple of piles for Jerry to then place as needed in the park. Price is \$1200. The survey for moving the fence will be in the next budget, but he'll wait until next winter to get the price to move the fence. Suggesting we could adjust his winter pay for next year to a lower amount.

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The park has 6 barrels that are in need of replacement. Jerry found barrels for \$20 each.

Cathy made the motion to take out horseshoe pits and delay replacing them in the same location pending later installation. Justine seconded.

Justine suggested we post a note on them for neighbors to know we are thinking about removing/relocating equipment and ask any comments/ideas could be directed to one of us. Justine will post the note and take any comments.

Justine made motion to amend to include posting a notice for a month. Cathy seconded

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Discussion about the tree removal last month. Cathy read the note from JJ Excavating and Tree Service about the condition of the trees that were cut.

Guests from the community (Billy Powell and David Brehm from Shiawassee Co) joined us to share their comments and concerns with the tree removal.

Discussion on proposed budget. Cindy went through each budget item. Tom Jelenek asked to have someone from park commission attend the township budget workshop, taking place Jan 19th 1 to 3pm. Cathy will be attending and will bring budget back to park board for discussion in February. Tom suggested possible ways to minimize costs by asking teams to help out (i.e. mowing, etc.). We are introducing a small fee this year for use of the fields and pavilions.

Cindy made a motion to move \$2375 from Contracted salaries to Maintenance and repair where we have a shortage. Cathy seconded

Justine asked for clarification about what comes out of contracted salaries item.

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Cathy made a motion to have Jerry contact JJ Excavating and Tree Service to chip the brush and distribute it into a couple of piles. Justine seconded

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Paula P made a motion to approve buying 6 new barrels at \$20 each. Cindy seconded

Discussion that Jerry will price out dome lids for them and bring this to our next meeting

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Discussion on mission statement. Board members drafted a list of goals to use as a starter. Justine to take the lead on a draft mission statement. Paula P offered to help.

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New business

Paula H – None

Justine - None

Cathy – We've rec'd 1 request for pavilion rental for this year

Cindy – Offered to draft a pavilion policy. Also will submit list of board attendees for today's meeting to township for payment.

Paula P – Expressed thank you to Jerry for the hard work involved with the dropping and clearing of the trees.

Cathy made a motion to approve paying the board for meeting participation. Cindy seconded

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Justine made a motion to adjourn the meeting. Paula P seconded

Roll call to vote: Cathy – y, Paula P – y, Cindy – y, Justine – y, Paula H – y

Motion carried.

Next meeting will be February 8, 2021 7pm

Meeting adjourned at 9:00pm

Submitted by Paula Palmatier, Secretary