

Minutes

December 14, 2020

Woodhull Township Park and Recreation Commission

Call to order: 7:15pm

Open with Pledge of Allegiance and prayer

Roll call: Mrs Cathy Provines, Chariman - Present
Mrs Paul Hill, Trustee - Present
Mrs Cindy Bawks, Treasurer - Present
Mrs Justine Bell, Trustee - Present
Mrs Paula Palmatier, Secretary - Present

Cathy made the motion to elect Cindy Bawks as Treasurer. Paula H seconded. Motion carried

Paula H made the motion to elect Paula Palmatier as Secretary. Cindy seconded. Motion carried

Paula H made the motion to elect Cathy Provines as Chairman. Cindy seconded. Motion carried

Discussion about changing wording in the draft Nov 9 2020 minutes to reflect Jerry getting prices for removal of some trees. Cindy made the motion to accept the minutes after the changes. Paula P seconded. Motion carried.

Reviewed projected budget and discussed \$300 shortage in Maintenance line item, while overage in Salaries and Contracted Salaries line items.

Discussed need to review bills as a group and approve for payment.

Cathy made a motion to pay commission for today's meeting. Paula H seconded. Motion carried

Agreed to keep meetings the same as the past, 2nd Monday of every month, 7pm

Reviewed monthly custodial report. More trees identified as unsafe and suggesting removal. Proposing chipping in March.

Cathy made a motion to allow Jerry to contact JJ Tree Service to schedule tree removal. Justine seconded. Motion carried

Discussion about guidelines for custodian clean-up of trees, brush. He will only cut up, remove trees that are in the open areas, roadway, or walk way, leaving trees in the wooded areas unless they are unsafe or hazardous.

Cathy made a motion to have Jerry get a price to move the fence. Paula H seconded. Motion carried

Discussion about high winds sign we could post in the event of high winds. Priced a sign for \$40

Paula H made a motion to have Cindy order the sign. Paula P seconded. Motion carried

Cathy made a motion to allow Jerry to spend up to \$100 as needed for supplies, or other necessities. Paula H seconded. Motion carried.

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Tabled agenda item due to time constraint – Regular walk through for park commission

Park commission email address: woodhull.twppark@gmail.com

Policy for use of ball fields reviewed. Add reservation calendar and form to township website.

Cindy made motion to accept and implement the ball field policy and rental form effective 2021. Paula H seconded. Motion carried

New signs will be needed for pavilions since change in reservation process

Review of custodial proposal. He takes action items from monthly meetings. Hours covers time spent on those items.

Justine made motion to pay custodian as outlined in the proposal. Paula P seconded. Motion carried

Tabled agenda item – Mission statement

Tabled agenda item – Budget prep

Cindy made a motion to move \$500 from Contracted salaries to Maintenance line in budget

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

Justine shared that she thought the park commission had done an amazing job, including starting work on mission statement. Observation that there was a lot of thought put into work.

Next meeting will be January 11, 2021 7pm

Meeting adjourned at 9:22p

Submitted by Paula Palmatier, Secretary