

## Minutes of Jan.17th, 2019

The regular meeting of the Grand Blanc Parks and Recreation Commission was called to order at 5:31 p.m. by B. Hester at the Grand Blanc Parks and Recreation Office, 360 E. Grand Blanc Road, Grand Blanc, Michigan.

Commission Present:	Brad Hester	Chairman
	Jason Macco	Vice Chairman
	Jake Mengel	Commissioner
	Matt Simpson	Commissioner
	Paula Nas	Secretary/Deputy Treasurer
	Tom Pettit	Treasurer
	Lonnie Adkins	Commissioner

Staff Present:	Kae Eidson	Director
	Jamie Weasel	Assistant Director
	Carol Neumann	Office Manager
	Senja Liimatta	Recreation Programmer
	Misty Moen	Senior Coordinator
	Chris Hester	Maintenance Supervisor

<b>Guests:</b>	Scott Bennett	Township Supervisor
	Dennis Liimatta	Township Superintendent
	Ed Erdt	Resident

### Agenda

B. Hester requested a motion to accept the January agenda as presented. J. Macco made the motion and T. Pettit provided support. It was noted by K. Eidson there is an addition of Exhibit 8a which has been provided in hard copy form. Vote taken 7 Yeas – 0 Nays. Motion carried.

### Guests

E. Erdt addressed the Commission regarding the posted meeting agenda, and the lack of detail he believes is provided.

S. Bennett addressed the Commission regarding the hiring process and the approach to be taken to fill the position for Executive Director which will become vacant as of April 1, 2019. S. Bennett expressed concern related to the outdated Agreement between the Township, City, and Schools related to Parks & Recreation. Mr. Bennett indicated it is the Township's desire to pause before filling the Executive Director position. The pause would allow time for discussion between the three entities and their legal representation to establish a new agreement that all parties can agree to, including identifying any liability issues.

D. Liimatta also addressed the Commission on behalf of the Township stating he didn't have much to add to what S. Bennett presented but noted a meeting has been arranged for Friday Jan. 18<sup>th</sup>, 2019 between the HR Managers of the three entities and K. Eidson. The purpose of the meeting is to review the hiring/job posting process, review the actual job posting, review the time line, determine interview questions, and ensure all employment hiring rules are being followed.

### Election of 2019 Officers

B. Hester opened nominations for the position of Chairman. T. Pettit nominated B. Hester with support provided by M. Simpson. B. Hester asked if there were any additional nominations. No other nominations were offered and nominations were closed. Vote was taken 7 Yeas – 0 Nays.

B. Hester was elected as the 2019 Chairman of the Grand Blanc Parks and Recreation Commission.

B. Hester opened nominations for the position of Vice Chairman. B. Hester nominated J. Macco. Support was provided by P. Nas. B. Hester asked for additional nominations. No other nominations were offered and nominations were closed. Vote was taken 7 Yeas – 0 Nays.

J. Macco elected as the 2019 Vice Chairman.

B. Hester opened nominations for the position of Secretary. T. Pettit nominated P. Nas. Support was provided by B. Hester. No other nominations were offered and nominations were closed. Vote was taken 7 Yeas – 0 Nays. P. Nas elected as the 2019 Secretary.

Position of Treasurer is an appointed position by the Commission Chairman. B.Hester appointed T. Pettit as the 2019 Treasurer and additionally appointed P. Nas as 2019 Deputy Treasurer.

### **Minutes**

B. Hester requested a motion to accept the Dec 10, 2018 Minutes as presented. J. Macco made the motion and support was provided by J. Mengel. Vote taken 7 Yeas – 0 Nays. Motion carried.

### **Directors Report**

No questions were raised. B. Hester took a moment to congratulate K. Eidson on her upcoming retirement and thanked her for her many years of service.

### **Assistant Director**

T. Pettit inquired about this year's plan for the ice rink at Physicians Park. J. Weasel noted there have been no updates provided by the City but up to this point the weather has not been conducive to being able to maintain the rink. Consistently low temps are needed to merit the effort needed to establish the rink. J. Weasel noted the permanent solution is on the way and will be in place by next summer with the combination of the splash park for the summer and ice rink for the winter.

J. Macco inquired about the pool closure situation. J. Weasel noted the pool opened on Jan.8<sup>th</sup> and programs started on that date. J. Macco also inquired about the construction taking place at High School West in the gym. J Macco wondered if it will affect our access to that building for summer programming. J. Weasel noted a meeting with JP Adams will take place in February to find out what facilities will be available for our programs later in the year.

### **Recreation Programmer**

No questions were raised

### **Maintenance Supervisor**

J. Macco inquired about the salt usage so far this season. C. Hester noted it was very limited to date. J. Macco also inquired about the status of the multi-purpose field. K. Eidson noted hydroseeding was done in the fall along with the irrigation system being tested and additional hydroseeding will be done again in the spring.

### **Senior Center Coordinator**

No questions were raised.

### **Area & Facilities**

Did not meet / No report

### **Budget & Finance Committee**

Did not meet / No Report

### **Senior Committee**

Did not meet / No report

### **Administration & Policy Committee**

B. Hester made a motion to post for the position of Executive Director on Friday, Jan 18 for a three week period as recommended by the Administration & Policy Committee. Support provided by J. Mengel. L. Adkins inquired if this means the Commission is not taking into consideration the Township's request to pause the hiring process or appoint an interim person to fill the position. B. Hester noted that was not the case; however, the committee feels there is an importance in getting the posting out as soon as possible. B. Hester made a recommendation to amend the motion to leave the posting up for a month vs. three weeks to allow additional time. L. Adkins provided support. P. Nas inquired what that would do to the timeline. B. Hester noted it would move everything back a week. Vote taken 7 Yeas - 0 Nays. Motion approved.

B. Hester made a motion regarding the timeline of the hiring process. The motion is to move the time line in exhibit 8a back one week with the caveat of, if the applicant can begin earlier that would be allowed. J. Macco provided support. M. Simpson inquired if it was reasonable to think the posting could be made active the same day as the meeting with the HR managers. After discussion B. Hester amended the motion to post the job on Jan. 18<sup>th</sup> if all HR managers are in agreement and have come up with a viable job description /job posting. In the event additional time is needed the posting will be pushed out to no later than Jan. 22 and will remain active until Feb. 15<sup>th</sup>, 2019. In addition, the time line as described will be pushed out to one month from the date of the posting to allow for the four week process. Support was provided by J. Macco. Vote taken 7 yeas – 0 nays Motion carries.

J. Macco noted the plan is to have all commissioners participate in the selection and hiring process giving everyone a chance to have a voice. L. Adkins inquired if the posting will include salary range. K.Eidson noted it would include a salary range based on the established budget along with the established salary ranges developed from a salary survey information compiled in recent years.

J. Macco brought a motion to the Commission for the final payout for Director Eidson based on the Administration & Policy recommendation. The recommendation is to pay out K. Eidson remaining vacation, sick and personal days available as of her last day scheduled for March 27. Her annual benefit is 25 vacation days, 12 sick days and 3 personal days. Support was provided by T. Pettit. L. Adkins inquired what, if any policy is in place regarding payouts, as typically a prorated calculation would be used. Adkins asked for clarification if this is in fact a policy or an understanding. B. Hester noted it is definitely something which needs to be further discussed, better defined and put in place before the next director is hired. B. Hester amended the motion to include establishing a policy going forward regarding exit policies for employees. Vote taken 7 yeas – 0 Nays.

J. Macco made a motion to table the approval of the contracts for the remaining full time employees until the February meeting allowing for further clarification. B. Hester provided support. Vote taken 7 yea – 0 nay. Motion carries

#### **Old Business**

None to report

#### **New Business**

K. Eidson noted there is a Township Board meeting on Tuesday, January 22, 2019 at which time L. Adkins will present the updated value stream mapping chart. K.Eidson and L. Adkins met to update the previously presented mapping chart and made adjustments and that will be identified at the Jan. 22 meeting.

T. Pettit made a motion to apply for a one day special liquor license needed for the Hard Times Party. B. Hester provided support. L. Adkins asked who issues the license. K. Eidson noted it is issued by the State of Michigan and each organization is allowed to request 12 licenses per year. There was no further discussion. Vote taken 7 yeas – 0 nays.

B. Hester made a motion to apply for a grant through the Community Foundation of Greater Flint to help with field upgrades at Creasey Bicentennial Park. Support provided by J. Macco. Vote taken 7 yeas – 0 nays. Motion Carries. K. Eidson noted we are working in conjunction with the Flint & Genesee Visitor and Convention Bureau and one of our current tournament directors to seek out grant funding opportunities from their end as well.

#### **Financial Reports**

T. Pettit made a motion to approve the November Financial Reports as presented. B. Hester provided support. No discussion. Vote taken 7 Yeas – 0 Nays. Motion carried.

T. Pettit made a motion to approve the November Check Register as presented. B. Hester provided support. No discussion. Vote taken 7 Yeas – 0 Nays. Motion carried.

T. Pettit made a motion to approve the December Financial Reports as presented. J. Macco provided support. No discussion. Vote taken 7 Yeas – 0 Nays. Motion carried.

T. Pettit made a motion to approve the December Check Register as presented. J. Mengel provided support. No discussion. Vote taken 7 Yeas – 0 Nays. Motion carried.

As there was nothing further to discuss B. Hester asked for a motion to adjourn. T. Pettit made a motion to adjourn at 6:55pm. Support provided by J. Macco. Vote taken 7 Yeas – 0 Nays

Respectfully submitted,  
Paula Nas PN/CN