

**Charter Township of Comstock
Parks & Recreation Commission**
Meeting Minutes of January 10, 2022
6:03 P.M.

Commissioners present: Marla Schwartz, John Weir, and Teresa Young
Commissioners absent: Judy Joling and Marc Rizzolo
Staff joining: Danielle Myrkle, Parks Director
One citizen joined the meeting.

Per consensus of commissioners present, Call to Order by acting Chairperson, Teresa Young.

Chairperson Young stated a quorum of commissioners was present.

1. Review of the Minutes from December 13, 2021:

Motion by Weir /second by Schwartz to accept Minutes as presented.

Motion to approve Minutes: 3 Yes/0 No. Motion passed.

2. Treasurers Report: Motion by Commissioner Weir to postpone discussion of items 2. and 3. until the February 2022 meeting. No objections were raised. Motion passed.

3. Bills Payable: The December 2021 Bills Payable was not available at this meeting.

4. Correspondence: None

5. Public Comments: None

6. Reports:

a. Parks Director Report: Report provided to Commissioners in Board packets.

Parks Director Myrkle reported that the Merrill Park building renovation project is nearly complete, with some painting still needed. Commissioner Weir suggested the building paint trim match that of the new bathroom building.

Commissioners were pleased with the extensive parking barrier work done at Green Meadow Park and extended a 'thank you' to Parks Director Myrkle, Maintenance Leader Grabowski and an assistant who carried out the installation.

Commissioners were also pleased with the S. Wenke Park retaining wall work that was recently completed, and wish to extend a 'thank you' to Eagle Creek Renewable Energy for this work and follow-through on their commitment to assure this shoreline retention.

b. Chair Report: None

c. Other: Commissioner Schwartz raised two concerns: 1) regarding illegally-dumped garbage left at parks: she suggested items be inspected to find identifying information, and 2) regarding payroll/wages compensation: she is still awaiting requested information (note request from last December's meeting). Additionally, she expressed concern about communications with staff.

Commissioners noted the need for a defined work process for communications between P&Rec commissioners and staff.

Commissioners also briefly discussed the relationship between the P&Rec board and the township board in personnel/compensation jurisdictional matters. Commissioner Young suggested providing all P&Rec commissioners with copies of the latest Comstock Parks and Recreation Commission Bylaws and Rules of Procedure, as well as the current P&Rec Masterplan, for future reference and discussion.

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7. Continuing Business:

a. Digital Board Packets/Agendas

Motion by Weir to provide P&Rec agenda and packet information to P&Rec commissioners electronically vs. hardcopy prior to each P&Rec meeting on a trial basis, starting in February 2022. As well, the hard copy agenda/packet is to be available at the Comstock Township office for pick-up, if desired.

Motion to approve transmitting digital agenda/packets as presented: 3 Yes/0 No. Motion passed.

b. Update on Programmer Interviews

Parks Director Myrkle reported that two interviews for the open Parks Programmer position are scheduled for Jan. 11, 2022 and one for Jan. 12, 2022.

c. Benefits/Compensation – to be discussed at a future meeting.

d. Park and Recreation Departments Goals – to be discussed at a future meeting with the full board present. Commissioner Young suggested that commissioners may send/email ideas to Chairperson Joling for collation for the next meeting discussion.

e. Board Members Goals/Participation – to be discussed at a future meeting.

f. Other

Commissioner Weir noted that he has acquired information on 1) the Wenke Softball Complex donation/plaque history and 2) the 1990's DNR approval of the original S. Wenke Park gazebo placement.

Commissioner Weir also noted that unused land parcel exchange with the township may be an option for locating new parks nearer to neighborhoods.

He also suggested considering student interns (e.g. P&Rec college majors) to help with the parks.

8. Announcements: None

9. Adjournment:

The meeting was adjourned at 6:37 P.M.

The next meeting will take place on February 14 at 6:00 P.M.

Respectfully submitted, Teresa Young, Secretary