



## AGENDA

April 1, 2023 – March 31, 2024

**April 20, 2023 6:00 PM**

**Bruce Twp Hall – Board Room  
223 E. Gates, Bruce MI 48065**



1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Approve agenda (deletions & additions)
5. Approve prior meeting minutes
6. Legal Counsel Comments
7. Community Comments
8. Unfinished Business
  - 8.1 Giffels Webster - Update on Pavilions
  - 8.2 Maintenance Contracts
  - 8.3 Commission Member Vote
  - 8.4 Update on Website
  - 8.5 Update on Washington Twp. Park Playground
  - 8.6 Update on repair of walking path in Orchard Hills Park
9. New Business
  - 9.1 RCS Payment
  - 9.2 Addition of Pickle ball Courts – Tennis Court Fix
  - 9.3 Other Park Maintenance
  - 9.4 PNC – Signatures for STAR Pinnacle Access & Account
10. Community Comments
11. What's happening?
12. Commission Comments
13. Adjourn



## WASHINGTON BRUCE ROMEO PARKS & RECREATION COMMISSION

Dan Detkowski  
Washington Township  
Commissioner

Mike Fillbrook  
Bruce Township  
Commissioner

Cindy Olsen  
Washington Township  
Alternate Commissioner

Lisa Craffey  
Bruce Township  
Alternate Commissioner

### BOARD OF COMMISSIONERS REGULAR MEETING MARCH 16, 2023 WASHINGTON TOWNSHIP HALL

#### MINUTES

1. The meeting was called to order by Mr. Rosenberg at 6:06 p.m.
2. Ms. Olsen led attendees in the Pledge of Allegiance.
3. Roll Call: Mr. Fillbrook, Mr. Detkowski, Ms. Olsen and Ms. Craffey were present. Ms. Russell was present as Director and Mr. Rosenberg was present as meeting facilitator. Mr. John Staran, Commission Legal Counsel was also present.
4. It was moved by Mr. Detkowski to approve the agenda with the following changes: Add Item 7.2a, Appointment of Recording Secretary; Move Item 8.1 to following 7.2a; Move Item 7.3 to below Item 8.3; Add Item 8.4 Giffels Webster quotation and add Item 8.5 Truck Repair. The motion was seconded by Mr. Fillbrook and passed unanimously.
5. It was moved by Mr. Detkowski to approve the minutes of the previous meeting as submitted. The motion was seconded by Mr. Fillbrook and passed unanimously.
6. Community Comments: Ms. Meisner gave encouragement to those who applied to serve on the Commission and reminded them that there are multiple volunteer opportunities.
- 7.1 The contract with Hafeli, Staran and Christ PC for legal services was presented for approval. It was moved by Mr. Fillbrook to approve and sign the contract for legal services with Hafeli, Staran and Christ PC for legal services, effective March 16, 2023. Aye: Mr. Fillbrook, Mr. Detkowski. The motion passed unanimously.
- 7.2 The Meeting Schedule for the Commission for fiscal year 2023 -2024 was presented. It was moved by Mr. Fillbrook to approve the Meeting Schedule with all meetings to be held at the Bruce Township offices at 223 East Gates Street, Romeo, Michigan 48065. The motion was seconded by Mr. Detkowski and passed unanimously.
- 7.3 (added to agenda) It was moved by Mr. Detkowski to accept the offer of Ms. Phyllis Zimmerman to act as Recording Secretary for Commission meetings at a rate of \$20.00 per hour of meeting time, as offered at the meeting in January, and effective with this meeting. The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.



## WASHINGTON BRUCE ROMEO PARKS & RECREATION COMMISSION

7.4 (was Item 8.1) The candidates who submitted applications and resumes and were in attendance at the meeting were invited to introduce themselves and have up to five minutes to discuss why they wish to serve on the Commission. Candidates appeared as follows:

- |                       |                    |                   |
|-----------------------|--------------------|-------------------|
| 1. Scott Palmer       | 2. Jenny Teller    | 3. Sue Hier       |
| 4. Janet Welch        | 5. Charles Shelton | 6. Pam Gerdert    |
| 7. Bob Biluk          | 8. Joyce Monte     | 9. Darlene Garcia |
| 10. Cindy Knight      | 11. Jim Jacks      | 12. Riccardo Leli |
| 13. Phyllis Zimmerman |                    |                   |

The candidates were thanked for submitting applications and for their interest in serving on the Parks and Recreation Commission. The five people chosen by the Commission will be announced at the April 20<sup>th</sup> Commission Meeting. Those names will be presented to the two Township boards following that meeting for their approval.

A brief recess was taken at 7:15 p.m. The meeting was called back to order at 7:23 p.m.

8.1 (was Item 8.2) Ms. Russell presented the required budget amendments for the end of the 2022-2023 fiscal year. As noted, the amendments will be presented to the respective Township boards. It was noted also that the date at the top of the paper should read "2022-2023 Budget Amendments". It was moved by Mr. Fillbrook to accept the Budget Amendments with the corrected date. The motion was seconded by Mr. Detkowski. Aye: Mr. Fillbrook, Mr. Detkowski. The motion passed unanimously.

8.2 (was Item 8.3) Ms. Russell presented bids for grass maintenance. This item will be moved to the April 20<sup>th</sup> Commission meeting as the commissioners need time to review the information presented.

8.3 The Commission reviewed a proposal by Giffels, Webster, civil engineering firm for both Washington and Bruce Townships, to assist with planning and design of parks for the Commission. It was moved by Mr. Fillbrook to employ Giffels Webster for planning purposes as needed. The motion was seconded by Mr. Detkowski. Aye: Mr. Fillbrook, Mr. Detkowski. The motion passed unanimously.

8.5 Ms. Russell presented quotations for repair of the 2011 Chevrolet Silverado. It was moved by Mr. Detkowski to approve JB Automotive to repair the transmission on the 2011 Chevrolet Silverado at a cost of \$2,400 with a one year warranty. The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.

8.6 (was Item 7.3) There was lengthy discussion on the proposed budget for Parks and Recreation's fiscal year 2023-2024.

A brief Recess was taken at 8:43p.m. The meeting was called back to order at 8:50 p.m.



**WASHINGTON BRUCE ROMEO PARKS & RECREATION COMMISSION**

It was moved by Mr. Detkowski to increase the pay rate of fulltime workers by 3% and increase the pay of parttime workers 5%. The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.

It was moved by Mr. Detkowski to add a new line item for Washington Township events and to budget \$15,000 for that line item. The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.

It was moved by Mr. Detkowski to approve the 2023-2024 Budget with changes as approved at this meeting. The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.

The Public Hearing for the budget will be held at the Washington Township and Bruce Township Board of Trustee meetings on April 19, 2023.

Ms. Russell presented the 2023-2024 Budget for Star Transportation. There was discussion regarding the status of Star Transportation and the Board of Commissioners. Mr. Detkowski requested that Mr. Staran review the documents and advise any necessary changes.

It was moved by Mr. Detkowski to approve the 2023-2024 Budget for Star Transportation with changes for payroll increases (same as Parks and Recreation). The motion was seconded by Mr. Fillbrook. Aye: Mr. Detkowski, Mr. Fillbrook. The motion passed unanimously.

- 9.0 (was Item 10) Community Comments: Mrs. Meisner spoke regarding tonight’s meeting.
- 10.0 What’s Happening: Ms. Russell noted that the Easter Egg Hunt is coming up and the new brochure is in process.
- 10.1 There was discussion on contacting Pam Hill from Plante Moran regarding investing some funds. Ms. Olsen was requested to make that contact. Additionally, Mr. Staran was instructed to provide an investment policy to the Board. This item will be added to the agenda for the April meeting.
- 10.2 Mr. Detkowski requested that future meeting agenda should include an item for Commissioner Comments following the second Community Comments, and an item for Legal Counsel Comment following the first Community Comments.
- 11. It was moved by Mr. Detkowski to adjourn the meeting at 10:26 p.m. The motion was seconded by Mr. Fillbrook and passed unanimously.

Respectfully submitted:

Approved by the Commission by:

Phyllis A. Zimmerman  
Recording Secretary

\_\_\_\_\_  
Commissioner

Date: \_\_\_\_\_

## 2023-2024 Grass Maintenance Bid Contact Info

**I have noted the top 4 leaving out the extreme lowest and highest**

<u>Contact</u>	<u>Address, Email &amp; Phone Number</u>	<u>Use of</u> <u>Sub Cont</u>	<u>Increase</u> <u>2nd Yr</u>	<u>List of</u> <u>Equip</u>	<u>Ref</u>	<u>Lic/Bus</u>		
<b>Big Lakes Lawncare</b>	51540 Romeo Plank Macomb, MI 48042 <a href="mailto:info@biglakeslawncare.com">info@biglakeslawncare.com</a> 586-315-3049	NO	0%	Own	YES	YES	<b>286,500</b>	
						BTP	<b>25,800</b>	
							Orchard	<b>17,400</b>
							CC	<b>30,800</b>
							Crystal	<b>60,300</b>
							Gilchar	<b>106,700</b>
							WTP	<b>24,800</b>
							Aikman	<b>11,000</b>
					R. Lions	<b>9,700</b>		

<b>1st</b>		<u>Use of</u> <u>Sub Cont</u>	<u>Increase</u> <u>2nd Yr</u>	<u>List of</u> <u>Equip</u>	<u>Ref</u>	<u>Lic/Bus</u>		
<b>Green Meadows Landscape</b>	2359 Avon industrial Dr., Rochest Hills 48309 <a href="mailto:patrick.greenmeadows@gmail.com">patrick.greenmeadows@gmail.com</a> 586-663-0073 586-254-7775 fax 586-254-7785	NO	3%	OWN	YES	YES	<b>158,400</b>	
						BTP	<b>12,800</b>	
							Orchard	<b>8,900</b>
							CC	<b>20,600</b>
							Crystal	<b>33,500</b>
							Gilchar	<b>56,800</b>
							WTP	<b>12,500</b>
							Aikman	<b>7,300</b>
					R. Lions	<b>6,000</b>		

<b>2nd</b>		<b>Current &amp; reliable, used for years</b>	<b>Use of Sub Cont</b>	<b>Increase 2nd Yr</b>	<b>List of Equip</b>	<b>Ref</b>	<b>Lic/Bus</b>		
<b>Landscape Direct</b>	13000 31 Mile Rd, Washington 48095 <a href="mailto:service@landscapedirect.net">service@landscapedirect.net</a> 586-531-5057 586-752-4222		NO	2%	Own	YES	YES	<b>167,000</b>	
							BTP	<b>18,300</b>	
								Orchard	<b>11,900</b>
								CC	<b>13,500</b>
								Crystal	<b>37,000</b>
								Gilchar	<b>54,200</b>
								WTP	<b>17,000</b>
								Aikman	<b>7,300</b>
						R. Lions	<b>7,800</b>		

<b>3rd</b>		<b>Current &amp; reliable, used for years</b>	<b>Use of Sub Cont</b>	<b>Increase 2nd Yr</b>	<b>List of Equip</b>	<b>Ref</b>	<b>Lic/Bus</b>		
<b>R White Services</b>	1601 Yule Rd, Leonard, MI 48367  586-531-0527 586-752-5033		NO	N/A	Own	YES	YES	<b>174,200</b>	
							BTP	<b>14,000</b>	
								Orchard	<b>9,900</b>
								CC	<b>13,400</b>
								Crystal	<b>44,600</b>
								Gilchar	<b>60,500</b>
								WTP	<b>18,400</b>
								Aikman	<b>6,500</b>
						R. Lions	<b>6,900</b>		







2023-2024 BID RESULTS - Grass Maintenance

BRUCE TWP PARK

Bidder

	TOTAL	
BIG LAKES LAWNCARE	25,795.00	8
GREEN MEADOWS LANDSCAPE	12,795.00	②
LANDSCAPE DIRECT	18,316.00	5
R. WHITE SERVICES	13,970.00	4
SCOT'S LAWN MAINT.	22,600.00	6
ULTIMATE LANDSCAPE	9,700.00	①
UNITED LANDSCAPE	23,795.00	7
UNIQUE CLIPS, LLC	13,880.00	③

ROMEO COMMUNITY CENTER

Bidder

	TOTAL	
BIG LAKES LAWNCARE	30,826.00	7
GREEN MEADOWS LANDSCAPE	20,575.00	4
LANDSCAPE DIRECT	13,472.00	②
R. WHITE SERVICES	13,385.00	①
SCOT'S LAWN MAINT	33,160.00	8
ULTIMATE LANDSCAPE	15,420.00	③
UNITED LANDSCAPE	26,107.00	6
UNIQUE CLIPS, LLC	23,759.00	5

ORCHARD HILLS

Bidder

	TOTAL	
BIG LAKES LAWNCARE	17,398.00	8
GREEN MEADOWS LANDSCAPE	8,490.00	②
LANDSCAPE DIRECT	11,874.00	6
R. WHITE SERVICES	9,850.00	③
SCOT'S LAWN MAINT	14,200.00	7
ULTIMATE LANDSCAPE	5,850.00	①
UNITED LANDSCAPE	11,274.00	5
UNIQUE CLIPS, LLC	9,905.00	4

CRYSTAL DIAMONDS

Bidder

	TOTAL	
BIG LAKES LAWNCARE	60,289.00	7
GREEN MEADOWS LANDSCAPE	33,500.00	②
LANDSCAPE DIRECT	36,916.00	③
R. WHITE SERVICES	44,620.00	6
SCOT'S LAWN MAINT	104,100.00	8
ULTIMATE LANDSCAPE	10,200.00	①
UNITED LANDSCAPE	39,562.94	4
UNIQUE CLIPS, LLC	39,710.00	5

GILCHER-CRISSMAN

Bidder

	TOTAL	
BIG LAKES LAWN CARE	106,687.00	7
GREEN MEADOWS LANDSCAPE	56,835.00	③
LANDSCAPE DIRECT	54,203.00	②
R. WHITE SERVICES	60,520.00	4
SCOT'S LAWN MAINT	107,260.00	8
ULTIMATE LANDSCAPE	12,500.00	①
UNITED LANDSCAPE	84,313.80	6
UNIQUE CLIPS, LLC	83,754.00	5

AIKMAN

Bidder

	TOTAL	
BIG LAKES LAWN CARE	10,921.00	7
GREEN MEADOWS LANDSCAPE	7,250.00	4
LANDSCAPE DIRECT	7,228.00	③
R. WHITE SERVICES	6,480.00	②
SCOT'S LAWN MAINT	11,700.00	8
ULTIMATE LANDSCAPE	4,750.00	①
UNITED LANDSCAPE	8,980.00	6
UNIQUE CLIPS, LLC	8,505.00	5

WASHINGTON TWP PARK

Bidder

	TOTAL	
BIG LAKES LAWN CARE	24,826.00	8
GREEN MEADOWS LANDSCAPE	12,495.00	②
LANDSCAPE DIRECT	16,905.00	4
R. WHITE SERVICES	18,415.00	6
SCOT'S LAWN MAINT	22,060.00	7
ULTIMATE LANDSCAPE	11,150.00	①
UNITED LANDSCAPE	16,989.00	5
UNIQUE CLIPS, LLC	13,580.00	③

ROMEO LIONS FIELD

Bidder

	TOTAL	
BIG LAKES LAWN CARE	9,721.00	8
GREEN MEADOWS LANDSCAPE	6,050.00	③
LANDSCAPE DIRECT	7,762.00	6
R. WHITE SERVICES	6,860.00	④
SCOT'S LAWN MAINT	8,800.00	7
ULTIMATE LANDSCAPE	4,750.00	①
UNITED LANDSCAPE	7,000.00	5
UNIQUE CLIPS, LLC	5,905.00	②

# COMMISSION APPLICANTS 2023

In order of introductions on March 16, 2023

## WASHINGTON Romeo

Scott Palmer

Sue Heir

Joyce Monte

Darlene Garcia

Cindy Knight

Jim Jacks

Riccardo LeLi

Plyllis Zimmerman

## BRUCE Romeo

Jenny Teller

Janet Welch

Charles Shelton

Pam Gerdert

Bob Biluk

## **MOSQUITO JOE OF NORTH OAKLAND COUNTY QUOTES**

### **WASHINGTON TWP PARK:**

57900 Van Dyke \$130: (Soccer field and the area behind the pavilion)

### **GILCHER-CRISSMAN PARK:**

6859 29 Mile \$130: (All of the soccer fields)

### **CRYSTAL DIAMONDS SPORTS COMPLEX:**

14713 33 Mile \$180.00 (The soccer field)

### **BRUCE TWP PARK:**

223 E Gates St \$130 (All Soccer fields)

### **COMMUNITY CENTER PARK:**

361 Morton St \$180 (Around building, playground & baseball/softball fields).

### **ORCHARD HILLS PARK:**

70945 Van Dyke \$55 (the play structure area)

## **ALL PARKS RECEIVE AN APPLICATION EVERY 3 WEEKS**

**Total Monthly: \$805.00 every 3 weeks @ 6 months = \$7,245**





# INVESTMENT SUMMARY

Romeo-Washington-Bruce Parks & Recreation

## PROPOSAL Parks & Rec Mosquito Service

### SERVICE DESCRIPTION

Seasonal mosquito service April through October.

My inspection of the parks revealed a few areas that are holding a lot of moisture. This is conducive condition that will give mosquitoes a place to breed in. These "hot spots" are highlighted in yellow and will need to be treated with a pellet or granular product.

Pricing includes treatment for the six parks aforementioned. We will treat the shaded, moist areas that are highlighted in red and yellow.

### PEST CONTROL SERVICE

TYPE	FREQUENCY
Exterior Only	Seasonal

### INVESTMENT \*\*

Total Initial Month .....	\$850.00
Per Service Visit .....	\$850.00

1x per month for 6 months @ \$850 = \$5,700