

Tuscarora Township Parks Commission
December 22, 2022 DRAFT Special meeting minutes

Present were Doug Schofield, Pat McGinnis, Jennifer Andrew, Dave Meckstroth, and Jim Burke. Also in attendance was Dawn Webb.

The meeting was called to order at 1318 hrs.

The primary purpose of this meeting was to approve the purchase of a new grass mower.

Doug reviewed the three bids for a 60" zero turn gas mower:

• Ginop	Kubota	\$11,950
• Rental Express	Husqvarna	\$13,300
• Houston	John Deere	\$11,185

We discussed the pros and cons of each mower and dealer, deciding that the Kubota from Ginop is the wisest choice because of our relationship, dealer location, service track record, and parts availability.

Jim motioned and Dave seconded that we purchase the mower from Ginop for \$11,950. All agreed.

Our discussion shifted to funding. Jim motioned and Dave seconded that we transfer \$2K from 101-751-931 to 101-751-977 and charge the expenditure to 101-751-977. All agreed.

Dawn Webb updated us on time reporting to better understand where Parks personnel are spending their time, including material and equipment allocation.

The categories for time and material reporting are:

- Cemeteries (2)
- Airport
- Wastewater treatment plant
- Parks
- Township property
- Municipal building
- DDA

This exercise is intended to help us better understand where time, material, and equipment is being spent and utilized. It will improve the annual process.

At 1409 hrs. Jennifer motioned to adjourn; Pat seconded. All agreed.

Our next meeting is scheduled for January 12, 2023 at 1400 hrs.

Respectfully submitted December 23, 2022 by Jim Burke