

RE: Park staff

From: Cindy Paparelli (cindy@eastchinatownship.org)

To: allenreichle@yahoo.com

Date: Wednesday, September 20, 2023 at 01:02 PM EDT

Answers are below *italics*

Cynthia Paparelli, MPA
East China Township Manager
810-765-8879 x119

From: Allen Reichle <allenreichle@yahoo.com>
Sent: Wednesday, September 20, 2023 11:26 AM
To: Cindy Paparelli <Cindy@eastchinatownship.org>
Subject: Park staff

Hey Cindy,

I am unsure if you would know this off hand. For 2019, 2020, 2021, and 2022 do you have a way of knowing how many employees the park had in that time?

Not including Park Manager and some worked only summer months while others worked more

2019 - 3

2020 - 4

2021 - 3

2022 - 3

2023 - 2

When did the park manager position become full time?

Deanna is categorized as "part time" in our payroll system and the position has always been part time by definition. Years ago it was seasonal as well, but that was changed in 2017 (see below)

At the December 2021 Parks Commission meeting they stated:

A. Deanna winter projects and raise – new projects like NFC are going to take a lot of time along with other projects that she can work on during the wintertime. Fred Motion to give Deanna raise \$2.00 to make it \$25 per hour to work throughout the winter to review and prepare for summer projects and items listed on the capital plan. Work hours are to be steady throughout the year instead of all in the summer. second by Khizran, ROLL CALL VOTE: Ayes: Beaudua, Hurlburt, Foucher, Babel, Blackstock, Kelb. Nays: none. Motion Carried.

Starting January 2022 she began submitting a flat 40 hours per week on her timesheets through about November. Then it tapered off a bit and resumed to that level again in April of 2023.

From 2018 to present what we're the changes to the rate of pay for the park manager and when they occurred?... The reason I ask is because there are major discrepancies from the job description page in the meeting minutes book (most recent) as well as the 5 year plan and what they are actually paying out.

I had done some of this research a while back and have this summary:

2/2012: increase the park manager pay from \$11.00 to \$12.00 per hour

6/2014: increase the Park Manager's wage to \$15 per hour effective June 16, 2014.

1/2015:

- Discuss allowing the Park Manager to work 14 hours a week over the winter to cover UIA. Winter projects can include: Controlled burn, soccer field preparation, shelving units in office, reorganize office and shed, refuse removal. Computer work can be done here at the Township office. Simons, supported by Franko, moved to allow the Park Manager, Deanna Slanec to work a maximum of 15 hours a week on park related projects. Roll call vote all ayes. Carried. The first project to be completed should be finishing the bleachers and painting them at the waste treatment plant.

- Park Manager Slanec asked to have one park worker come in and work 1-2 days per week to help with the bleachers. She was told no. Simons, supported by Franko, moved to allow the Park Manager to work a maximum of 15-hours per week on park related projects and a schedule must be turned in each week. Carried. The first project should be finishing the bleachers.

5/2015: increase Park Manager pay from \$15.00 per hour to \$16.00 per hour.

12/2015: Park manager winter hours. The Park Manager asked to take a few months off this winter and begin again in March. She has grants she can work on when she comes back and resumes projects.

5/2016: increase the Park Managers wage by \$1.00 per hour to \$17.00 per hour. 12/2016: Pickering, supported by Kelb, moved to have the Park Manager file for unemployment while to continuing to work in the park an average of 15 hours per week. Hours worked to be reported when calling in to certify employment. Carried.

6/2017: increase pay to \$18.00 and to update job description to incorporate tasks that would make the job a part time 52 week a year position.

5/2018: Deannas wages will be discussed at the June meeting but will be effective retroactively.

6/2018; no discussion

7/2018: Park Manager wages. Discussion regarding working in the winter such as getting bids for future projects. Kelb discussion on current salary vs hourly.

8/2018: Park manager job description and wages: Discussion was held regarding salary and job description details.

9/2018: Commissioner Blackstock, supported by Commissioner Ali, moved to approve a wage increase for the park manager to \$23.00 an hour. This year's wages will be retroactive for hours worked since

6/1/18. Review of the job description and duties were the reasons behind the wage increase. This wage increase will not be the standard level of increase each year. Any future wage increases will be at the Park Commission discretion and comparable to other employees in the township and or the state mandated cost of living increase. Yearly hours will be a maximum of 1024. Roll call vote: Yea Ali, Beaudua, Blackstock, and Kelb. No: Simons. Carried. Commissioner Simons would be more supportive if there was a structured plan in the wage increase. Park Manager is worth an increase but feels it should be structured over a yearly % increase but not a lump increase

12/2021 A.Deanna winter projects and raise – new projects like NFC are going to take a lot of time along with other projects that she can work on during the wintertime. Fred Motion to give Deanna raise \$2.00 to make it \$25 per hour to work throughout the winter to review and prepare for summer projects and items listed on the capital plan. Work hours are to be steady throughout the year instead of all in the summer. second by Khizran, ROLL CALL VOTE: Ayes: Beaudua, Hurlburt, Foucher, Babel, Blackstock, Kelb. Nays: none. Motion Carried.

3/2023: II. Motion made to increase Park Manager Slanics wage by \$2 per hour to supplement against insurance expenses. Motion made by Chair Blackstock supported by Commissioner Wills. ROLL CALL VOTE = AYES: Blackstock, Kelb, Ali, Heslop, Babel, Wills. NAYS = none. Motion carries

NOTE: this was never processed by the Township / payroll as there was a difference of opinion between the commissioners / Park manager as to whether this actually agreed upon or not. We did not receive a formal employee change form so it was not acted upon.

If someone were to FOIA information on the park and it is information only the park commission and/or staff would know, how would we go about answering that request? As in who would be responsible for answering that FOIA?

All FOIA requests for records / documents of all Township Boards and Commissions come through the Township FOIA coordinator Wendy Meldrum.

Lastly, just a heads up I'm going to try to make it in before 4 today to submit a FOIA to Wendy for more meeting minutes and also that sometime next week depending on my work schedule I may be in the office to go through more minutes as well.

Have a good day!

Allen

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