



# Park Township

From the Desk of Howard Fink,

Township Manager

12/4/2020

Hi Everyone. Attached is this week's management report. As always, please let me know if there is anything I have missed.

## **South Side Kayak Park**

The South Side Kayak Park is nearing completion relative to the contract we have with APEX construction. I spoke with Ryan, and his team is currently planning on building the Kayak racks in the next few weeks. We also have to make decisions on the type of boat dock that will be installed. This will be our focus over the winter.

## **Max Transit**

The Max Contract is on the agenda for the upcoming meeting. As I indicated in my memo, it is a policy decision among the board. The contract has been thoroughly reviewed and is in a format ready for action by the board. Please let me know if you need any additional information on this topic.

## **Board Orientation**

I have requested that Al Vandenberg assist us with our board orientation. It's important that we all have a clear understanding of roles, responsibilities. We will also cover a lot of educational material on how the Township operates, key individuals, and the work of each department. More will be forthcoming.

## **COVID**

We are currently following the team approach, with one set of staff members in the office on one day, rotated by a different team the following day. It's challenging, but we are working through it.

## **Health Insurance**

Health insurance numbers have been calculated and verified. We have completed the staff workshops going over the plans offered and various contributions levels for the Township. Staff has until next week to decide which plan offering they wish to enroll in. They are the same plan offerings we had for 2019. One of our board members has requested additional information. If anyone else wishes to understand our model and how it works, please let me know.

## **Sign Complaint**

Both code enforcement staff and myself received a sign / banner complaint on the south side. We believe the sign / banner attached to the house is not in violation of our ordinances. We have informed the residents who called in the complaint that they are able to appeal our decision to the Township Board. Attached is the image of the sign (not the actual sign on the house).



