

PARK BOARD MEETING
Monday, March 7, 2016
Minutes

Roll Call: Present- Superintendent, Mike Clendenen, Mike Marhenke, Leon Davis, Tonya Faupel, Teresa Hatten, Doug Runyan, Anna Gurney, Craig Dellinger, Bob Nelson, Tom Bains, Dick Donovan, Julie Holle, Kevin Holle, Cort Chilian, Clift Tanner, Julie Lamansch, Duane Griner, Kenny Barr, Bob Nelson, Greg Mohler

1. Call to Order

- The New Haven-Adams Twp. Park Board meeting was called to order at 7:00pm

2. Approval of Minutes

- Tonya Faupel made a motion to approve the minutes from February 1, 2016 Park Board meeting. Teresa Hatton seconded the motion. Motion carried.

3. Approval of Claims

- Tonya Faupel made a motion to approve the claims, Leon Davis seconded the motion. Motion carried.
- Tonya Faupel made a motion to approve the Community Center Bond claims, Teresa Hatton seconded the motion. Motion carried.

UNFINISHED BUSINESS:

1. Schnelker Park Project Quotes

- a. The board had previously approved the Schelker Park Band shell project, however, the items within the project had not previously been approved. Mike brought the addition of a canopy to the South end of restroom and concession building at Schnelker before the board. Tonya Faupel made a motion to accept the bid from JD construction to complete the canopy project at Schnelker Park. Leon Davis seconded the motion. Motion carried.
- b. Tonya Faupel made a motion to accept Construction of band shell bid from JD construction. Teresa Hatton seconded the motion. Motion carried.
- c. Teresa Hatton made a motion to purchase of Picnic tables from Lester Recreation for Schnelker Park. Tonya Faupel seconded the motion. Motion carried.

NEW BUSINESS:

1. WHNH Radio Station Proposal

- Bob Nelson made a presentation to the board to move WHNH, a low wattage radio station, into the Community Center Building at 7500 SR 930 East. The Parks will benefit from the partnership through marketing valued at \$825/month. The Parks would in return provide information and personnel for interviews and the office space for the station. Any physical changes that would need to be made to the interior of the building would be financially covered by WHNH but those changes are undetermined at this time. Discussion followed after Bob finished his presentation. The concern is that we are giving up a prime space in the building and we may not be getting a high return on our investment. Tonya met with Dr. McMahan the

Health Commissioner of Allen County recently and she recommended that education and classes will help to improve the quality of life in our community. Therefore, Tonya would like to see the space used for programming and continuing education. Discussion followed. Tonya made a motion to table the proposal until 3 months after the Parks Department takes occupancy of the new building. Teresa Hatton seconded the motion. Motion carried.

2. Resolution for Park Property Sale

- After Attorney Doug Runyan, researched ways that a Park Department can legally divest themselves of park property. With this knowledge, Mike recommended that the Park Board move forward with a sealed bid process to sell the property at 1125 Hartzell Street. Leon Davis made a motion to sell the property at 1125 Hartzell Street, New Haven and to accept the formal resolution as presented (and enclosed in these minutes) in order to do so. Teresa Hatton seconded the motion. Motion carried.

3. Sunnymede Property Discussion

- Jim Burnside, current owner of property adjacent to Sunnymede Park, offered the Park Department the opportunity to purchase his property. Discussion followed. Teresa Hatton made a motion to decline the offer to acquire more park property in Sunnymede Park. Leon Davis seconded the motion. Motion carried.

4. Parking Lot Maintenance Quotes

- Two bids for repairs to the parking lots at Moser Park and Jury Park were accepted. Code Black and Asphalt Maintenance Services both submitted bids to repair and resurface the Moser Park Parking lot and Jury Parking lot. Teresa Hatton made a motion to approve the resurfacing of Jury parking lot with expenses not to exceed \$8,000. Tonya Faupel seconded the motion. Motion carried. The Moser Parking lot project was tabled until mid-summer.

5. Maintenance Vehicle Purchase Discussion

- Andy present photos of the maintenance department trucks. Four of the trucks are aging and have issues. He would like the Board to develop a long term plan for updating the aging trucks over the next several years. Leon Davis volunteered to meet with Andy and Mike and discuss vehicle needs and then bring recommendations back to the board.

SUPERINTENDENT'S REPORT:

Mike presented a community Center update to the board. This update included a presentation of expenses to date. A preliminary site work analysis was done by Engineering Resources Inc. The company completed a probable cost analysis of site work development in its entirety. The scope of the estimates included parking, access, drives storm water management, volleyball and basketball courts a trail system and football field. Discussion followed and included determining what expenses are required to complete the bare minimum of site work to help keep cost under control. The next step is for the board to approve the Engineering Resources, Inc. proposal to develop site plans for construction documents. Cost associated with these design services is \$17,200. Teresa Hatton made a motion to approve Engineering Resources Inc. civil & Landscape Design Services including site design, site lighting, site landscaping and permitting plan for a total of \$17,200. Tonya Faupel seconded the motion. Motion carried.

OFFICE MANAGER'S REPORT:

Tonya Faupel made a motion to accept the donation from Parkview Health in the amount \$2,500 to be used for the New Haven Farmers Market. Teresa Hatton seconded the motion. Motion carried.

RECREATION DIRECTOR'S REPORT:

- The Spring and Summer Program Guide is in the final stages of completion.
- The Community Photography Show opening reception is Friday, March 11th, 2016.
- Beginning interviewing and placement of summer staff.

MAINTENANCE DIRECTOR'S REPORT:

- See Maintenance Vehicle Purchase Discussion

AQUATIC DIRECTOR'S REPORT:

- In the process of hiring summer staff.
- Worked with Anna to complete swim program information for the brochure.
- NFL Flag football will begin again at Jury and along with it concessions for the program.
- Lifeguarding class will be offered in June, however it is a bit late for anyone wishing to work as a lifeguard at the pool this summer. A lifeguarding class will be offered at Carol HS. Kim may get some staff from that class.

PRESIDENT'S REPORT:

- Mike Marhenke would like to move the Park Board meeting time to 6:00pm in the future. Leon Davis made a motion to begin Park Board meetings beginning in April 2016 at 6:00pm. Tonya seconded the motion. Motion carried.

Meeting adjourned at 9:50pm

Attested By _____ Signed By _____