

PARK BOARD MEETING
MINUTES

Monday, April 4, 2016

6:00 P.M.

Location: New Haven Council Chambers

Roll Call: Present- Leon Davis, Tom Fisher, Teresa Hatten, Mike Clendenen, Doug Runyan, Nicole Denton, Craig Dellinger

1. Call to Order: Leon Davis called the April 4, 2016 Park Board Meeting to order at 6:30pm.
 - A. Please Silence Cell Phones, Pagers, and Electronic Devices
 - B. Pledge of Allegiance
2. Approval of Minutes: Teresa Hatten made a motion to approve the March 2016 Park Board minutes. Tom Fisher seconded the motion. Motion carried.
3. Approval of Claims: Tom Fisher made a motion to approve the monthly claims as presented, Teresa Hatten seconded the motion. Motion carried.

UNFINISHED BUSINESS:

1. Schnelker Park Project Quotes: Mike Clendenen shared with the board that John Police with Concept One was contracted to draw up a design for the band shell stage foundation for the purpose of permitting. Plans were sent to three separate contractors for quotes. According to the first quote received from JC & Sons, the complexity of the design and necessary constructional attributes of the stage foundation has raised the estimate to \$27,000. Mike Clendenen asked that once the other quotes are received that the board would approve of him moving forward with one of the contractors at a cost not to exceed \$30,000.

Teresa Hatten made the motion to approve Mike Clendenen's request and asked that Leon Davis be included in the discussion of the quotes as they come in since he has visited other band shells in the area.

Tom Fisher seconded the motion. Motion Carried.

NEW BUSINESS:

1. HR Form: Mike Clendenen presented to the board a Chain of Command Continuity Form. The form will be implemented in the event that one of the Park Departments employees has a grievance that needs to be addressed. The form states that all grievances will be reported in the following order:
 - a) Immediate Supervisor
 - b) Department Head
 - c) Park Superintendent
 - d) Park Board

Doug Runyan suggested that the form be revised in order to include the employee's signature after each step as an acknowledgment of the issue being pursued or resolved.

Tom Fisher made the motion to adopt the Chain of Command Continuity Form with the stated revisions. Teresa Hatten seconded. Motion carried.

2. Jury Pool Chlorinator Quote: It has been determined by the Aquatics Director, Kim Yoh, and the Maintenance Director, Andy Laughlin that the chlorine system at Jury Pool needs to be updated. The use of liquid chlorine proves to be hazardous and they would prefer using a tablet chlorinating system. They have used the remainder of their tablet chlorine supply and would like to contract with Spear Corporation for the upcoming season.

Tom Fisher made the motion to contract with Spear Corporation for the installation and required supplies for a new chlorinator system not to exceed \$11000.

Teresa Hatten seconded. Motion carried.

SUPERINTENDENT'S REPORT: The decision has been made to epoxy the kitchen floor in the community center. It was both a cost effective and maintenance efficient decision. A refrigerator and a sink have been moved from other locations to the community center as well.

OFFICE MANAGER'S REPORT:

RECREATION DIRECTOR'S REPORT:

OFFICE ASSISTANT'S REPORT:

MAINTENANCE DIRECTOR'S REPORT:

AQUATIC DIRECTOR'S REPORT:

PRESIDENT'S REPORT:

BOARD COMMENTS:

And any other items that may come before the Board.

Adjournment: Leon Davis adjourned the April Park Board Meeting at 7:15pm.

Attested By _____ Signed By _____