

Leo Cedarville Park Board

Meeting Minutes

January 11th, 2021

Note: Meeting held remotely via Zoom

Attendance: Dirk Schmidt, Bill Gravatt, Tyler Witmer, Ron Turpin, Pat Proctor, Pam Spannuth, Janet O'Connor. Guests: Barb Smith

Bill Gravatt called the meeting to order at 5pm. The Pledge of Allegiance was said.

First order of business was nominations for the 2021 President of the Board. Dirk asked if there were any nominations. Holly Friddle -not present was called-and asked if she wished to remain. She stated she did not care if she was replaced or if voted to remain. Dirk Schmidt stated he would be willing to serve as President. Bill Gravatt nominated Dirk Schmidt as President and he accepted. Dirk Schmidt asked if there were any other nominations. Hearing no nominations, the Board voted 4-0 and Dirk Schmidt accepted the position. Dirk Schmidt asked if anyone wanted to nominate a member for Vice-President? Tyler Witmer was nominated and hearing no other nominations, the Board voted 4-0 and Tyler Witmer accepted the position of Vice=President.

The minutes for the December meeting were presented. Dirk Schmidt asked if there were any revisions, hearing no revisions needed, Bill Gravatt made a motion to accept the minutes as presented. The Board vote 4-0 to accept the minutes.

Pam Spannuth gave the Treasurers report. Due to the large expense on the Walnut Tree Removal Project in 2020, she needed to transfer \$7,000.00 from category 200 to category 300. This would balance the 2020 budget. After discussion, the Board voted to transfer \$7,000.00 from category 200 to category 300. Two forms were presented to the Board for resolutions and vouchers for 2021 received so far. One email did not go thru and will be presented later in the meeting. Dirk Schmidt made a motion to accept the 2020 December vouchers of \$3,619.92 as presented in the email. Bill Gravatt seconded the motion and the motion carried 4-0.

Pat Proctor asked the Board for a representative to meet with him about the Park Administrators evaluation. Bill Gravatt stated he would meet with Pat Proctor later this week.

Tyler Witmer led the discussion of security cameras for the Riverside Garden Park. IN November, Tyler, Pat and Adam Gain looked over the park and discussed the needs in reference to the past vandalism and safety concerns of the Board. The main areas of concern: bathroom area, splash pad, playground, volleyball court and the ability to read license plates and vehicle descriptions. Three bids were given to the Board. One from 2020 and two from 2019. The board decided after discussion that the quotes needed to be specific to the exact needs requested by the Board. Tyler Witmer will get the information and the security companies will be asked to submit a bid based on those specific needs.

The Leo Foundation had asked for two days in Sept. The Freedom Festival would be held on the 24th and the 25th. However, after a follow-up call, the Foundation was reevaluating the idea of the Festival due to the COVID-19 restrictions currently in place. Barb Smith from the Foundation was present and stated that the Foundation had decided to cancel the festival and hold a fireworks display on either the 25th or

July the fireworks would be held on the 25th or July 3rd based on the availability of the company hired to handle the fireworks. She was awaiting word back from the company and would address this issue later.

Bill Gravatt stated that the sign at Grabill Rd. and Swartz rd. was in dire need of cleaning and repainting before spring. He also mentioned that the Park Board has several pallets of limestone that could be used to design a new sign for that spot. Pam Spannuth related to the Board that the cost per sign was around \$1,500. and that may be since the stone mason did several signs. Bill Gravatt asked if we could get volunteers to do the work and asked if we could see if any organizations were interested in doing a service project and might help with the expense. The Park Administrator will reach out to various organizations with this project.

The Leo maintenance workers would like the board to authorize the cutting down of the area near the Mesic gardens at Riverside. This job was completed in 2020 by an outside source. After discussion, Bill Gravatt stated he would walk thru the area with maintenance and Pat Proctor and they would decide what needed to be cut down.

Dirk Schmidt asked if the Board could find a date to set up a meeting in which various committee appointments could be made. The Board normally hosts several events during the calendar year, however due to COVID-19-these events were cancelled. The Board agreed on January 18th to hold a Zoom meeting to appoint committee members. The meeting will start at 5pm.

Ron Turpin asked about a list of the events that the Park Board sponsors, Dirk Schmidt stated he would compile a list and email the Board prior to the Jan 18th meeting.

Pam Spannuth stated that David Gall had contacted her in reference to the Walnut tree project at Leo-Cedarville Park. She gave him the arborists contact information and advised the board that she had not heard back as of this date. Five additional feet need to be removed and the Board addressed that in the December meeting.

Dirk Schmidt had emailed the Board with some rental agreement modifications and asked if everyone had read them. He highlighted the changes i.e soften the language and shorten the 7 pages of the pavilion agreement, Sunday is very hard to rent especially the 7am to 2pm, change that price to weekday rate, and allow limited use of the pavilion for meeting and groups at an hourly rate. He also stated that employees of the Town of Leo-Cedarville would be allowed to rent the pavilions for half price on two separate occasions during the calendar year.

Vandalism in the Riverside Park was discussed. The quote from Harmony where the instruments were purchased, was \$1,200.00 to replace the damaged equipment. The Park Administrator was asking the Board as to how they wanted to proceed, either turn the vandalism into the insurance or pay for it with Park funds. Janet O'Connor stated that which ever way they choose, the total amount with labor needed to be on file in case the culprit was found and prosecuted. The Board agreed and unanimously decided that they would and should prosecute anyone who is caught destroying Park property. The parts necessary would not be installed until spring so this was tabled until March meeting.

Bill Gravatt discussed the current **Five-Year Plan** that the Board needs to decide how to proceed. Bill stated that he did not feel the need to hire an outside agency to write a new plan for the Park Board. The last plan was basically a template used by and very few pages if any were specific to the Riverside Garden Park. Ron Turpin stated that he felt the plan should be about 5 pages pertaining to the

proposed projects and objectives for Riverside Gardens and that the Board could do this plan themselves. Pat Proctor added that we have had several groups approach the Board about new services. Frisbee Golf, Pickle Ball, Skating Rink, etc. Perhaps these should be considered for future growth and services. The Board will revisit the plan.

Bill Gravatt and Pat Proctor agreed that a survey should be written and distributed to the community asking for their input about current and projected services. Janet O'Connor will research area parks departments and ask for any surveys they might have used in the last few years.

Pam Spannuth resent the email to the Board and Asked if they could look at it. The 2021 vouchers show \$6,002.19 were paid in Jan 2021. The largest amount around five grand being spent on insurance. Bill Gravatt made a motion to accept the Jan 2021 vouchers and Ron Turpin 2nd it. A vote was taken and passed 4-0 to accept the vouchers.

Bill Gravatt stated to Pam Spannuth that he would stop by the office and sign the vouchers and the Dec. minutes. Dirk asked if there was anything else. Tyler said that he would look at Riverside Gardens with Bill to discuss the overgrown areas around the bathrooms.

Hearing no other business, Dirk Schmidt adjourned the meeting at 6:49pm.

Minutes taken by Janet O'Connor

- Minutes approved remotely by the board (Tyler Witmer absent)

