

Brookville Board of Park Trustees
Regular Meeting
January 10, 2017

The Regular Meeting of the Brookville Board of Park Trustees was called to order by President Monnin at 7:30 p.m. on January 10, 2017 in the City Council Chambers. The Pledge of Allegiance was recited. Trustees Haney and Vance; Manager Burkholder, Finance Director Keaton, Clerk Wheeler, Public Service Director Williamson and Council Liaison Apgar were present. Trustee Cordes participated via FaceTime.

President Monnin suggested since he has been President for so long that maybe someone else may want to be President this year.

Trustee Haney suggested maybe next year someone different may want to be President, right now they are all so new.

Motion by Haney, second by Vance to approve the Agenda as presented. All yeas, motion carried.

Motion by Vance, second by Haney to approve the December 13, 2016 Regular Meeting Minutes as presented. All yeas, motion carried.

President Monnin informed Trustee Cordes will be participating through FaceTime tonight so she can still listen and participate since she is in Florida.

Heather Bittorf, President of Brookville Baseball Club (BBC), presented their calendar of events, contact list, tournament information and insurance. She introduced Allen Chambers, Vice-President of the BBC. Ms. Bittorf informed they will be discussing bringing back the Brookville Bash at their upcoming Board Meeting. She stated they will let us know if it is approved and when. She explained the 2016 Financial statement that was requested is not available. She informed she and the Vice-President have recently just stepped in this past year and they have learned that taxes have been not filed since 2013. Her goal for January is to finalize their 2016 financial statement. She informed she can provide that information soon but as of right now they do have or even know where all of the records actually are. She stated she should have more information to provide by the February Park Board Meeting.

President Monnin asked if there have been major changes in the BBC?

Ms. Bittorf stated yes, and she believes they are for the best.

Trustee Vance asked if they have kids from t-ball through high school?

Ms. Bittorf informed she is trying to work with high school kids for more of a fun program and not as competitive as playing for the school. She would like to have both the younger and older kids involved in the Organization this year. She informed she has organized an event with the Dayton Dragon's and have reserved a large section of seats at a Dragon's game for players and their families to do something fun. She reported their new website is now working as well as they now have online registration. Their umpires are registering online and obtaining the proper certification and training. They will have a mentor system set up for young kids who want to umpire. She stated she is trying to work on all of the negative comments that have been discussed over the last several years.

Trustee Vance stated it seems Ms. Bittorf has put a lot of time into the BBC and thanked her for her hard work.

Ball Diamond Manager Ron Chandler had no report.

Manager Burkholder reported staff is working on the Shelter #2 plans and are trying to expedite the project as best as they can. He informed the surveying has been done. The Service Department has begun taking a few things down and have disconnected some things. He stated wants to look at the whole site. He would like to move some of the ugly poles and replace them with more decorative lighting. He stated with the new restrooms, it is a very big project but with the addition of some landscaping it will be a total package. He stated the parking lot needs re-done. We still have recycled bumper stops that can be used.

Manager Burkholder reported City Council will be holding a Work Session in January for funding options and possible tax levies. He informed the Park Fund is up due to the Shelter #2 renovation and tree removal. He stated that if funding permits he would like to see some improvements made to the Leiber Center, for example the ceiling, some fresh paint, the floor and possibly some attention to the restrooms. He stated the City has a firm commitment to the parks. Manager Burkholder stated that funding is a concern for the City and he wants all Boards and Commissions to be aware of it. Council has been advised of the capital improvement needs we have, which is why information on property levies to be placed on the ballot will be presented to Council. In order to have issues on the May ballot, the deadline is February 1, 2017. He stated a property levy would help free up money in the General Fund.

President Monnin asked if we have a stockpile of ground out asphalt? If so, can we use some on the path back to the Scout Shelter? He stated there are some pretty nasty holes in the path.

Public Service Director Williamson stated we have done that in the past.

Manager Burkholder stated he would have no problem with that.

President Monnin stated there is a parking lot back there and if we could use that, it would be great.

Manager Burkholder informed there is also an area near the castle playground that maybe could be addressed also. He stated these things should be added to the capital improvement list.

President Monnin stated we had also discussed in the past about removing the bleachers because they look terrible.

Manager Burkholder reported we will receive \$11,000 from the grant we applied to install two new basketball courts and that has been budgeted for. He informed he has not heard anything back from the interested young man on the basketball court at Ward Park. He had mailed him a letter asking them what their proposal was and if they had any cost estimates but has not heard back.

President Monnin asked how long before the basketball courts are replaced?

Finance Director Keaton advised as soon as the weather breaks, maybe in April or May because there will be digging involved.

President Monnin asked if the dirt from the basketball court could be used for the Diamond #1?

Manager Burkholder stated the dirt from the basketball court could be used for Diamond #1.

Mr. Chandler stated dirt needs to be stock piled for when Diamond #1 can be bulldozed. He informed approximately 45-55 dump truckloads of dirt will be needed.

President Monnin asked if the dirt can be stockpiled at the old BMX Park?

Manager Burkholder stated we should have a tremendous amount of topsoil off of the fire site. The top soil will be a foot thick which wasn't anticipated so if the numbers are correct, we will have about 11,000 cubic yards of topsoil. He indicated about 3,300 yards will be put back for the pad and if we get the regional detention pond we will be shuttling the top soil back and forth but we should still have more than enough to do what Park Board would like to do.

Trustee Cordes asked if the topsoil being discussed is going to Ward Park?

President Monnin stated no, the top soil is for Diamond #1 to be bulldozed.

Manager Burkholder informed there was a boy and his father that was interested in adding a basketball court to Ward Park.

Trustee Cordes clarified that we are waiting to hear back on any plans for a basketball court at Ward Park.

Finance Director Keaton presented the December Fund Balance. She reported \$35,591.50 was the total amount received in park permits for 2016. She stated that is actually \$594 below where we finished in 2015. She reminded everyone to be announcing to people to sign up for park permits. She informed park permits are off due to a slow start so far for 2017. She informed it seems that last year we had a lot of bookings made early in the year.

Finance Director Keaton reported she will provide a copy of the 2017 Budget at the next Park Board Meeting.

Public Service Director Williamson reported the survey of the site for the Shelter #2 design was done and a nice topographical survey of the area and the location of the trees were completed. He will inform Park Board once the demolition is scheduled. He informed the Service Department has been removing and disconnecting things on the inside and the heater/air unit was removed. He informed it is being considered to move the heater from Shelter #2 to Shelter #3 to help increase rentals in the winter.

Trustee Vance informed there was a nice Letter to the Editor in the Brookville Star from a family in Oxford who, while visiting, lost their cat and they mentioned the parks in their letter. She stated that was very nice to see in the newspaper.

Trustee Haney had no report.

President Monnin informed Park Board has reserved May 20, 2017 for the Dog Walk. He stated there is another walk already scheduled for that day. He asked if the dog walk should be rescheduled or still have it the same day?

Clerk Wheeler informed the second Annual Walk the Sun Run is already scheduled at the park on May 20.

President Monnin stated we could still have the walk anyway.

Trustee Vance asked what will the other walk be doing?

Clerk Wheeler informed the Melanoma Walk is to begin at the park and then walkers will walk a designated route. She stated this is the second Annual Melanoma Walk and they have it planned on the same weekend and for the same route as last year.

Trustee Vance stated it doesn't seem the two would interfere with each other.

President Monnin stated the dog walk should probably be done in an hour or so and then people can come back to the park for the other events.

Manager Burkholder asked the route planned for the walkers in the Dog Walk?

President Monnin stated a route still needs to be determined. It was suggested at first to stay in the park but it was suggested the walk may get more attention if walkers are walking down the streets.

Manager Burkholder stated a route needs to be determined soon because if there are going to be two walks on the streets then that might present some challenges for the Police Department.

Trustee Vance asked the route of the Melanoma Walk.

Kevin O'Boyle, of the Brookville Star, stated last year the Melanoma Walk incorporated Brookhaven into the walk.

Trustee Vance stated it would be nice to know the route for the Melanoma Walk.

President Monnin asked if Park Board can buy a traffic counter? He would like to know how many people come in once summer starts and how many people used the parking lot area near the castle playground. He doesn't know how expensive they are.

Public Service Director Williamson stated he has seen some from the \$1,000 to \$1,500 range.

Council Lliason Apgar suggested checking throughout the City to see if anyone has one we could borrow.

Manager Burkholder instructed Public Service Director Williamson to look into prices.

Public Service Director Williamson stated he will look into and check out the different types.

Manager Burkholder stated one might be helpful for the City across the board to have one.

President Monnin asked if anyone had any new information on the Bark in the Park event?

Trustee Cordes informed she tried to reach Gem City Dog Obedience Club. She called and left a message and also left a message on their Facebook Page. She was able to contact someone she used to know in the Club and was able to inform her of what Park Board would like to do. She informed unfortunately, their board just met last week. Her contact person will send the other Board Members an email to look into Park Board's idea and get back with her. Trustee Cordes stated she thinks it would be more entertaining with the more events planned. She suggested having agility and free style events, both are fun and exciting to watch. She explained the free

style event is people actually dancing with their dogs. She stated if she can find a video as an example she will forward it to the other Park Board Members.

Trustee Cordes stated she presented the idea to her contact at Gem City Dog Obedience as more of, we are open to suggestions but would like to have demonstrations more than we would like to just host an event like a trial, because the demonstrations would be more entertaining for people to watch.

Trustee Cordes asked if Park Board Members would like for her to continue pursuing this idea for the dog walk?

Trustee Vance stated yes, it sounds like a great idea. She stated the freestyle event sounds very entertaining. She asked what kind of space they would need?

Trustee Cordes stated probably a grassy space and not a gravel area.

Trustee Cordes informed her contact lives in Englewood and if ok, she would like to set up a time to take her through the park and look at what area of the park would be best.

President Monnin stated that sounds like a great idea.

Trustee Cordes informed she won't be able to set up a walk through at the park until she returns home from Florida, which would still be about a month and a half prior to the event.

President Monnin asked if Public Service Director Williamson has had time to check out the building at the BMX Park to see if it is empty? He suggested knocking down the announcers stand and the building. He does not think the building is anything we can use anywhere else.

Public Service Director Williamson informed he has not checked the building out yet but will before the next Meeting.

Manager Burkholder asked for Board input on the BMX area. He stated he would like to see a more comprehensive plan for not just the whole park but the BMX area as well. He stated the remaining Ash trees along the road need to be taken out and replaced. He would like to see the new trees compliment future plans and maybe even consult a landscape designer. Manager Burkholder informed Mr. Bruns was sent a letter and was asked to get in contact with us regarding any equipment he may have left in the building and we have received no response.

President Monnin asked if we have a key to the building?

Public Service Director Williamson stated there is combination lock on the building and he will need to find out the code. He will work on that prior to the next Meeting.

President Monnin stated there can't be much in there. Mr. Bruns usually used City equipment.

Manager Burkholder asked if the starting gate is theirs or ours? It needs to be removed.

Public Service Director Williamson stated it belongs to the BMX Association.

Manager Burkholder wondered how hard the starting gate will be to remove. He stated we may need to send a Certified Letter to have their belongings removed by a deadline.

President Monnin suggested giving him a date to have the equipment removed by.

Trustee Vance suggested just leveling the area and making it a nice landscaped area. She has walked that area before and thought how nice it would look to clear the brush in order to see the creek better and then just make it one large, pretty area, maybe even add a sidewalk?

Manager Burkholder stated there are a lot of great possibilities for the area.

Trustee Cordes asked if contacting dog groomers in the area would be a good idea? We could see if they would be interested in participating in the event and/or doing some sort of demonstration. She stated it would also be beneficial for dog groomers to participate, they could possibly obtain new clients through the event. She also suggested a veterinarian could do some type of a seminar.

Mr. Monnin informed he spoke with Susan Peters and she was interested and would like more information.

Trustee Vance thought maybe a groomer might want to do nail trimmings on site. She suggested contacting dog groomers and local pet stores.

Trustee Cordes suggested contacting some of these ideas now and not waiting until the last minute. She took her dog to a veterinarian on Route 40 and Jordan Road, toward Lewisburg. She stated he is a very nice guy who is trying to grow his business and he might be someone that might be willing to come out and talk to people.

Trustee Vance asked if she knew his name?

Trustee Cordes stated no, it's the only vet building in that area.

Trustee Vance stated we have a groomer here in town we should try to contact.

Trustee Vance asked if we had a food truck, would we still need a health permit?

President Monnin stated usually a truck has their own license and health permit.

Trustee Vance asked about looking into a food truck that could come out and then we wouldn't have to worry about a health permit. She stated she wasn't sure how it worked if a food truck came out, do they donate a percentage of their profits to the event.

Trustee Cordes suggested someone contact Petco by Walmart about paper dog water bowls. If we give them an advanced notice, they could order them and maybe even put their logo on the bowls. She suggested that if we could have more than one groomer, then they could each cover a different area of dog health care and demonstrate. For example, tooth brushing, nail clipping etc.

Finance Director Keaton informed Petco is currently relocating from Hoke Road to Main Street in Englewood.

Trustee Vance suggested coming up with a list of things to do for the event and who will be doing them.

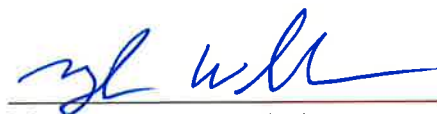
President Monnin stated they could contact some sport organizations to see if they would be interested in donating a percentage of their proceeds to the dog park and then they could be recognized with a brick.

Manager Burkholder stated there is nothing that prohibits them from reaching out to another organization and doesn't think it would be out of line to reach out to another sponsor. It might be a nice cross cooperation.

There was no Old Business.

There was no New Business.

Motion by Vance, second by Haney to adjourn. All yeas, motion carried.



Meghan Wheeler, Clerk



Dave Monnin, President