

Brookville Board of Park Trustees  
Regular Meeting  
February 14, 2017

The Regular Meeting of the Brookville Board of Park Trustees was called to order by President Monnin at 7:30 p.m. on February 14, 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 wished everyone a Happy Valentine's Day.

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 January 10, 2017 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.

Motion by Haney, second by Vance to nominate Dave Monnin for President and Jennifer Vance for Vice President for 2017. All yeas, motion carried.

Ryan Mills, representing Boy Scout Troop 47, requested permission to hold a campout in Golden Gate Park on Labor Day Weekend, September 1, 2 and 3, 2017. Their event will begin on Friday evening and continue until Sunday morning around 10:00. He informed it will be the 100th anniversary of the Troop so they would like to have a jamboree and allow other troops to camp in the park with them. He stated they are still working out the exact details but know they would like to use the park for the weekend. He stated they would like to make this a big deal to celebrate their 100th anniversary. Mr. Mills informed past members of the troop have been invited. He stated their Troop is the largest Ohio Scout Troop that has a current charter. He asked if they could decide which shelter to rent and then call the City Office to reserve?

President Monnin suggested the use of Shelter #4 because there would be more space to use and it would be closer and easier access to the bathrooms.

Mr. Mills stated the Troop is still in the planning stages and are forming different committees to organize different parts of the event but they wanted to go ahead and get permission in advance to use the park.

President Monnin stated Labor Day Weekend is usually a busy weekend so the Troop will need to decide very quickly if those are for sure the dates and which Shelter they want to reserve.

Mr. Mills stated he will double check the date and the shelter and call the City Office tomorrow.

President Monnin stated the Boy Scouts could be penciled in for Labor Day Weekend for the rental of Shelter #4 but they will need to call the City Office as soon as possible to confirm the date.

Motion by Monnin, second by Haney to allow Boy Scout Troop 47 to camp out on the east side of the castle playground and use Shelter #4 at no charge on September 1, 2, and 3, 2017. All yeas, motion carried.

President Monnin stated Park Board has always been very supportive of the Boy Scouts.

Alan Harsh, of the Brookville Soccer Association (BSA), stated they would like to request the continued use of the Westbrook Soccer Park. He informed the spring season is just beginning with signups and practices should begin around March 20 and games beginning the first of April and continuing through May. He informed for fall soccer, practices will begin the end of July or beginning of August and Opening Day will be around August 18 and the season will run through October 2017. He presented the financial statement, tentative schedule and a current list of Board Members and contact information.

President Monnin asked if the BSA has a new board this year?

Mr. Harsh stated they do have a fairly new Board; this is his second year as President.

President Monnin asked if they plan to do anything with the fields this years like seeding them?

Mr. Harsh stated they are trying to over seed them this year as well as fill in some of the holes. He informed they may rest one field in the spring. They are still deciding which one, but they would like to rest one to over seed and try to help the grass grow.

Roger Hoover, of the Brookville Optimist Club, invited Park Board Members to run the 50/50 raffle at the VFW for the Adult Egg Scramble on Saturday, March 11. He stated in past years, Park Board Members have run the 50/50, he is not sure if there was some confusion last year because no one showed up, but he would like to invite them out this year.

President Monnin stated there was some confusion last year, but someone will be there this year.

Mr. Hoover informed November 4th will be their Annual Pumpkin Walk. He stated the Optimist Club will be back in touch with Park Board closer to the event. He informed the Pumpkin Walk usually averages about 400 people. He stated both events will be the same as in previous years.

President Monnin asked about the little kids easter egg hunt?

Mr. Hoover stated yes, it will be the same time as last year. He stated the events were placed on the calendar after last years events.

Mr. Monnin stated the adult egg scramble is a great event and lots of fun. Optimists do a fantastic job on this, and even if you don't participate, it is fun to watch.

Mr. Hoover stated it is one of the few night time adult egg hunts and last year Channel 2 News covered the event and said that was the most fun they have ever seen adults have.

President Monnin described the first year they did this was a learning curve because older people were pushed out of the way, so now there is a section for the older people and a section for younger people.

Mr. Hoover informed there is a section for 55 and older.

President Monnin stated the event is fun and crazy to watch people push people out of the way for eggs.

Mr. Hoover stated the last few years they have had a sell out crowd and expect to have one again. He informed the VFW has a limit of 200 people so that is what they sell out at is 200 people.

Mr. Monnin informed in the past, he has helped run the 50/50 raffle and then whatever amount of money is raised, they give Park Board half the amount.

Motion by Monnin, second by Vance to allow the Optimist Club to hold their Annual Adult Easter Egg Hunt on March 11, the Children's Easter Egg Hunt on April 15 and the Pumpkin Walk on November 4, 2017 at Golden Gate Park. All yeas, motion carried.

Manager Burkholder informed the City has a new procedure for holding events in the City. He explained there is now a Special Event form to be filled out prior to any event. He stated the new form will help with coordination of the events and if any City services are needed for the event, for example, the Service Department or Police Department. He stated this is a new procedure but City Staff wants to ensure nothing is missed or that there are no conflicting events. The forms will help eliminate miscommunication between the City and individuals or organizations who wish to hold a community event.

Manager Burkholder requested approval from Park Board to meet with Ball Diamond Manager Ron Chandler and renew his contract for 2017 and increase the contract from \$3,000 as it has been for several years to \$3,300 for the season. He would like to schedule a meeting with the Ball Diamond Manager and the Finance Director very soon before the season begins.

Manager Burkholder informed Staff will be back next month to renew the Concession Stand Agreement.

Motion by Haney, second by Vance to finalize the contract with Ball Diamond Manager, Ron Chandler for the 2017 season at an increased rate of \$3,300. All yeas, motion carried.

Trustee Vance asked how long Mr. Chandler has been doing this?

Mr. Chandler stated 16 years.

Manager Burkholder advised the City will have a 5 mill Police Levy and 2.5 mill Street Levy on the May ballot. More information will be sent out in the next newsletter to help educate the public. He stated these levies are much needed as it will free up more money in the General Fund. He informed the General Fund money is used in a variety of places including to supplement the Street Fund. He informed the General Fund also supplements the Park Fund in addition to the fees collected from shelter rentals, ball diamonds and other activities. He stated there are a lot of things that he would like to see done in our parks to improve them. He stated the reconstruction of Shelter #2 will be the biggest expenditure for the parks this year but since we were able to receive grant money for the basketball courts, we will be able to rejuvenate one court and add an additional court at Golden Gate Park. Those will both be positive improvements for the parks.

Manager Burkholder informed he and Public Service Director Williamson will be meeting with the architect soon and will then schedule a demolition date. He stated Staff will keep Park Board Members informed.

Public Service Director Williamson stated the power is scheduled to be disconnected in Shelter #2 tomorrow. He stated hopefully within the next week we can determine a date to take the existing structure down.

Trustee Vance asked if there was a procedure to add a fifth member to Park Board?

Manager Burkholder informed that has been discussed a lot. He stated we have to actually change our City Charter in order to add a fifth member to the Park Board. In order to change the Charter, a Charter Review Committee has to be formed and then it would go before the voters. He stated it is something that is being looked into and City Council is supportive of doing so if needed. It certainly makes sense to have five voting members instead of four. He informed it has been considered to make Council Liaison Apgar a voting member.

President Monnin stated he would be fine if Council Liaison Apgar could just be a fifth member and vote.

Trustee Vance agreed.

Manager Burkholder informed he will pass that along to Law Director Stephan. He thinks that would be the logical choice.

Trustee Cordes asked if Council Member Apgar is ok with that?

Liaison Apgar stated that would be fine with him.

Trustee Cordes stated it seems having Bob Apgar as a fifth member would be a good liaison between Council and Park Board.

Finance Director Keaton presented the January Financial Report. She informed Park Permits are down \$1,405 compared to this time last year. She stated in January last year, the office was very busy with shelter rentals for graduation parties but this year, it has been a slow start. She stated rentals seem to be picking up, just not like last year. She encouraged everyone to spread the word about shelter rentals.

Trustee Vance asked if the park permits are down due to Shelter #2 not being rented?

Finance Director Keaton informed the total numbers are down because of not being able to rent out Shelter #2 but we aren't getting the amount of phone calls for rentals as last year. She stated the calls are picking up but they seem to be coming in much slower.

Finance Director Keaton reminded the Annual Park Clean up is scheduled March 25, 2017 beginning at 10:00 a.m. She stated hotdogs and refreshments will be served in Shelter #3 at noon.

Finance Director Keaton reported the Brookville Corvette Club recently made a \$500 donation to the Park Fund. She stated they use the kitchen side of the Leiber Center for their monthly meetings at no charge because they usually send in a yearly donation.

Finance Director Keaton provided copies of letters received from local groups including Boy Scout Troop 47, Cub Pack 47 that includes the dates of their scheduled 2017 events and a Cross Country schedule. She also included a few dates for when the elementary students will use Westbrook Park for their end of the year get together when they walk to Westbrook Park.

Finance Director Keaton reported she received a certificate of liability insurance for the SAY Soccer Association and it is valid until September 1, 2017. She stated we are listed as a Certificate Holder as we should be.

President Monnin stated most of the sidewalks from the parking lot in Golden Gate Park to the shelters were donated by the Brookville Corvette Club. He informed the sidewalks they have

donated are marked with their name. He stated the Corvette Club has been very good to the Park Board.

Trustee Vance asked if that money would be enough to add a sidewalk from the castle playground to a nearby open air shelter?

Finance Director Keaton stated we would have to get an estimate to see what the cost would be.

Public Service Director Williamson reported the DP&L electrical upgrade project is moving forward. He informed the electric used at the park for the vendors at the Community Picnic and other community events will be upgraded to an 800 amp service. He informed DP&L is currently working on easements to do underground work to the new transformer. It will be located northeast of the castle playground where there is currently a panel located and an upgraded service can just be tied into the existing service. He stated the City did receive grant money from DP&L to cover a good portion of this work. This upgrade will add flexibility for additional vendor space for special events.

Trustee Haney asked if the keys were obtained in order to get into the buildings at the BMX Park?

President Monnin stated he and Public Service Director Williamson were able to get into the building and it needs to be torn down. He stated there was nothing in the building except a green refrigerator.

Trustee Haney asked if Public Service Director Williamson was able to find out a cost for a traffic counter?

Public Service Director Williamson stated he obtained a few informal quotes and we would be looking at \$300-\$500 for a basic traffic counter.

President Monnin asked if one could be purchased and shared between the parks, Fire Department, and Police Department?

Manager Burkholder informed he will check with both Fire, Police and Service Departments to get formal quotes. He stated he can certainly see a need for a traffic counter.

Trustee Vance had no report.

Trustee Haney had no report.

President Monnin stated there is a lot going on the weekend the Bark in the Park was planned for. He informed the dedication for the Veterans Memorial is also planned for the same day and he thinks it may be too much. He suggested moving the date or push back until next year.

Trustee Vance stated it will be too hard to have multiple events on the same day.

President Monnin asked if Members would like to push back later this year or try again next year. He suggested putting the dog walk on the back burner.

Trustee Haney agreed.

President Monnin informed everyone should check out the new light near Diamond #1, it is like daylight, they are very bright and look nice.

Finance Director Keaton informed it is one of the new streetlights that have been upgraded.

President Monnin stated it definitely lights up the park.

President Monnin informed there are speakers and lights on poles that will need to be taken down at the BMX Park. He stated the BMX Park needs to be evaluated and decided what needs done there.

President Monnin informed on May 20, 2017 at 2:00 p.m. the VFW would like to do the Veterans Memorial. He stated the VFW chose the date and the event is turning out to be a pretty big deal. He has a list of invites and will give Manager Burkholder a copy as well of all of the people invited. He informed they will have guest speakers, the Brookville Band, singers singing patriotic songs, someone from Miami University to play taps and Mick Waltz will be the emcee.

Trustee Vance asked if this is for the memorial at Gateway Park?

President Monnin stated yes, the third phase is being worked on now and a new order of bricks will be coming in. He informed he spoke with Public Service Director Williamson about having the fountain and sidewalk power washed about a week before the event. He stated he would like to see an extension added to the parking lot at Gateway Park since it is usually hard to park there. He was thinking since there is a stockpile of asphalt grindings, could they be used to make a temporary parking lot.

Manager Burkholder asked what size of parking lot is he thinking?

President Monnin stated he would like to extend the parking lot to the next section of trees along the creek, similar to what was discussed in past Dog Park discussions.

Manager Burkholder informed anything could be possible but right now manpower is a big issue and honestly a new parking lot by the event may not be possible. He suggested maybe the Theatre parking lot could be used.

President Monnin stated an idea was to have people park at Golden Gate Park and then have them walk over. He stated if as many people show up that have said they are going to, then the ceremony will have to be held in the park instead of by the fountain and there will be a need for additional chairs. He stated if there are a couple hundred people, not everyone is going to be able to fit by the fountain.

Manager Burkholder asked if having the seating in the current parking lot will be adequate?

President Monnin stated it will have to be.

Manager Burkholder stated he would think the parking lot would accommodate a lot of people and be very practical.

President Monnin stated he knows manpower is tough right now but he was hoping it wouldn't take long or very many guys to do some clean up around the park.

Manager Burkholder agreed and stated anything needing cleanup, will be done.

President Monnin informed Lloyd Denlinger sold out his landscaping business to Aaron Oswald. He is going to be meeting with Aaron on Thursday for suggestions on shrubbery and flowers at Gateway park that won't look so bad during the winter. President Monnin stated Mr. Oswald will also be looking at the island as you pull into Golden Gate Park, as it needs to be redone. He informed the bushes are out of control there and make it hard to see when exiting the park. He stated Mr. Oswald will give him some estimates.

Manager Burkholder asked if he could have Aaron's contact information. He would like to have him give some estimates on other possible projects throughout the City.

President Monnin stated the main reason he contacted him is because he knows the Service Department has been short handed and they have a lot of work to do. He stated Denlinger's has done a lot of great work and even did some free work at the park in past years. He informed Denlinger's donated some work near the gazebo and Shelter #3.

President Monnin informed the list of guests will be added to and will go out in the next few weeks. He informed he spoke with Mr. Hopkins and the school will help out with the band and singers for the event. He stated he is trying to get a speaker system donated. So far the lowest price he can find one for would be \$100.00. He will check with VFW to see if they will cover the cost. He stated everything else is being donated.

Trustee Vance suggested blocking off the road for the event.

President Monnin informed he will be meeting with both the Fire and Police Chiefs on the event as they have both offered their help. He informed the Memorial is also for Police and Fire



personnel. He would like to discuss with both Chiefs the possibility of blocking the lane across from Wendy's. He stated there is an idea to align walkways for people with flags. He stated big names have committed and he wants this event to look very nice. He thinks there should be enough chairs inside Golden Gate Park to use for the event. He informed Channel 2 News has made a commitment to come. He stated it will be in the news; he even sent a letter to President Trump.

President Monnin reminded the dedication will be held May 20, 2017 at 2:00 p.m.

There was no Old Business.

There was no New Business.

President Monnin thanked everyone for coming.

Jean Lathrop, of 222 Maple Street, asked who is in charge of the Skate Park? She stated it looks horrendous.

President Monnin stated he was there yesterday and something has been done several times.

Ms. Lathrop stated the trash has not been dumped since last June. The trash blows out and is all along the fence. There is broken glass and the equipment is rusted. She is afraid someone is going to get hurt. She stated last summer she saw one worker out there one time cutting the grass. She really feels someone is going to get hurt out there.

President Monnin stated a few years ago we talked about doing away with the Skate Park completely due to vandalism. He stated the killer is, it is right next to the Police Station, and people still vandalize it.

Ms. Lathrop stated even if the trash was just dumped once a week, it would help to keep it from getting dumped back out or blowing around.

Public Service Director Williamson stated the trash will get taken care of by next week.

Ms. Lathrop stated she has been told that before and it hasn't been done. She knows that the trash has not been dumped. She also asked about Ward Park because she thinks it looks horrible too.

President Monnin stated he was recently there too and since it is winter time a lot of parks start to look bad during the winter months.

Ms. Lathrop stated the limbs are down and the leaves have not been picked up. She stated it seems there are a lot more limbs this year than in years past. She stated residents used to pick up

the limbs and then put them in the alley and the City would come by periodically to pick them up, but that does not seem to happen anymore.

President Monnin stated usually the limbs in Ward Park get picked up during the Annual Park Cleanup.

Ms. Lathrop stated there has been a tree down near the bike path for three months. She stated last spring and summer a big deal was made to have businesses along the bike path all cleaned up and looking nice but the little section of land owned by the City between Golden Gate Park and Heckathorn looks the worst. She asked if the City could just pay more attention to these areas.

Trustee Vance stated there was a suggestion to add a basketball court to Ward Park.

Ms. Lathrop stated Ward Park is very active and a lot of people use that park.

President Monnin informed several years ago Park Board met with a handful of kids and asked them what they wanted to see in the parks. He informed that is when it was discussed to close down the Skate Park but then everyone wanted to keep it open and now it is back to being a problem. He informed he received a phone call a few years back from a concerned parent because she will no longer allow her child to go to the Skate Park because he gets beat up. It's like anything else you have a bowl of water that doesn't get drank out of so you want to dump it out then all of a sudden, 50 people want it.

Ms. Lathrop stated she is only concerned about the safety issues and the grass growing in the cracks of the pavements. It got very tall last year. and she fears would be a hazard to a skateboarder. She stated she does not have any children but she does walk through it.

Public Service Director Williamson stated he will have it addressed by the end of next week.

President Monnin stated nice picnic tables were added there in the past but it is not worth putting them back because they get destroyed.

Trustee Vance agreed, she stated she had brought up concerns about the Skate Park when she first came on board. She asked if it is worth it to maintain or close it down? Similar to the BMX Park, it is becoming an eyesore.

Ms. Lathrop stated in the evenings it seems there are people at the park skating.

President Monnin stated there used to be water fountains in Ward Park. He informed water fountains cost about \$500 each and after they were broken and replaced several times, it was decided to have them taken out.

Ms. Lathrop stated there has been a turn around of kids, a wave of not so good ones come through but now it seems more young families right now.

President Monnin, informed there is the same situation at Golden Gate Park. There was a nice gazebo built with a water fountain and now it has been broken several times. He stated then people want to say we aren't taking care of our parks because we haven't replaced the drinking fountain.

President Monnin stated he would like to get rid of the sign that says Ward Park for the last 15 years. He stated it is just a matter of time, but at least the archway was saved a few years ago.

Ms. Lathrop stated the playground is awesome.

President Monnin stated by next week the Skate Park will be cleaned up.

Ms. Lathrop thanked Park Board.

Trustee Vance asked if the Park Cleanup is only for Golden Gate Park?

Finance Director Keaton informed the Park Cleanup includes Ward Park too. She informed usually all of the organizations that use Golden Gate Park are at the cleanup.

President Monnin thanked Ms. Lathrop for her comments and stated that sometimes Park Board does not know of problems until someone tells them.

Manager Burkholder asked Public Service Director Williamson if he will be in contact with Lowe's again to help with projects like last year? He informed there is also a community grant type of program with Lowe's that he is looking into and we also need to contact our local store for more information.

Public Service Director Williamson stated yes, our local store in Trotwood seems to be very interested in helping out as much as they can.

Manager Burkholder informed Lowe's stated after last year's Community Picnic they noticed extra business based on their presence at the Picnic. He stated Lowe's has been very supportive and he appreciates their help.

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



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Meghan Wheeler, Clerk



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Dave Monnin, President

