

Brookville Board of Park Trustees
Regular Meeting
March 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 March 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.

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

Motion by Vance, second by Haney to approve the February 14, 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.

Clerk Wheeler informed Stephen Bridenbaugh with the Cruise the Gate Car Show was unable to attend tonight's Meeting due to a sick child. Information from Mr. Bridenbaugh given to Members requesting the use of Shelters 3 and 4 for the Cruise the Gate Car Show on July 22, 2017.

Motion by Haney, second by Vance to allow the Cruise the Gate Car Show to use Shelters 3 and 4 on July 22, 2017. All yeas, motion carried.

Jim McGrath, of the Brookville Chamber of Commerce, informed he is the past President and Rene Chase is the current President. He reported there has been a lot going on over the last several months within the City and the Chamber has not been present at any Meetings. He wanted to report to Park Board, the Chamber did have a very successful picnic last year and were thrilled to accomplish some last minute improvements to the park prior to last year's picnic such as painting the gazebo, and partnered with Valspar and Lowe's; Doors Galore changed out some boards on one of the shelters and for the cost of the material only, they replaced a door jam in Shelter #4. He stated those are a few items the Chamber could contribute to help make last year's picnic a success. Mr. McGrath informed the time has come for this year's picnic and the Chamber has a few new things planned for the picnic this year. He stated they would like to still find someone to have a car show on Friday night of the Picnic weekend. He informed they are working on the logistics of having hot air balloon rides this year which will be something new as they are trying to keep things new and fresh.

Mr. McGrath stated he was cornered at church recently and informed of the Memorial at Gateway Park that is being planned. He has learned about the brick pavers and the Chamber will be purchasing pavers as well him personally. He stated the Chamber has Board Members who are past veterans and two who are past firefighters and they are all very interested in this event.

Mr. McGrath stated the Chamber recently met and would like to donate \$1,000 to Park Board to use towards anything needed for the Memorial. They hope the Park Board can put the money to good use.

Mr. McGrath asked about the money for the pavers and where do the residual funds go or is the actual cost of the bricks \$50?

President Monnin stated the VFW is handling the pavers and the money, he is not exactly sure where all of the proceeds will go.

Mr. McGrath stated he wasn't sure if the proceeds would go back to the Memorial Park.

President Monnin stated they probably will because they are trying to pay for three podiums. He stated the VFW is handling all the details, he is just helping them to promote.

President Monnin thanked him very much.

Roger Hoover, of the Brookville Optimist Club, presented a check to Park Board for \$196.50. He stated President Monnin was kind enough to help out with the 50/50 drawing at the recent Adult Egg Scramble. He informed the event was very successful. Usually the winner of the 50/50 gets half of the money and the Optimist Club splits the other half with Park Board. This year's 50/50 winner decided to donate the money they won back, which makes the amount they were able to give Park Board a little higher. Mr. Hoover stated he and the Optimist Club really appreciated the use of the park for the event.

Trustee Vance asked how the Adult Egg Scramble went?

Mr. Hoover stated there were less people than in the past but they made more money than in the past, so very pleased with the event.

President Monnin stated the people that attended seemed to have a very good time.

Mr. Hoover asked when the event forms are filled out, if they will receive any sort of response back confirming they have permission to use the park?

Manager Burkholder informed since this was the first event since the Community Event Form was implemented, he would have heard something if there was any problem after the form was filled out. He stated in the future though a routine phone call to confirm the event will be made.

Manager Burkholder stated he wanted to reiterate the purpose of the new form is to help reduce miscommunications similar to those that have happened in the past and the form also helps with any special needs or requests the event may have from the City.

Jason Haas, of Troop 47, informed they recently had an organization meeting for their upcoming 100th Anniversary celebration and they decided to advertise the event as a district wide campout and invite as many scouts that can come. He asked about the use of port-a-johns for their event at Golden Gate Park?

President Monnin stated each person that has an event usually takes care of their own port-a-johns.

Mr. Haas asked if they could have use of the gazebo for Saturday evening and Sunday morning for church service? He also asked if they have a large number of scouts, how much of the park could they really occupy? As of right now they have permission to use the area east of the castle playground.

President Monnin stated the area they have been given permission for would be their preference but if for some reason they end up with more people than they know what to do with then they will have to set up camp where they can.

President Monnin asked if they want the gazebo for all day on that Saturday?

Mr. Haas stated only Saturday evening.

Public Service Director Williamson informed they will need to avoid the Pee Wee Football Field due to irrigation heads that would be problematic for tents.

President Monnin stated they will need to stay off the ball diamonds also.

Mr. Haas asked if open fire pits are permitted?

President Monnin stated they have to be off of the ground.

Mr. Haas asked about putting a tree with a plaque in the Park to honor their 100th Anniversary?

President Monnin informed they would love to have another tree in the park and informed him to contact Clerk Wheeler at the City Offices for information on purchasing a tree and memorial plaque.

Mr. Haas asked about parking for RV's? They think they may have some older scouts that might bring an RV for the weekend.

President Monnin informed parking for RV's have been allowed in the past and the best place for them would be back behind the Service Garage.

Mr. Haas asked if the Leiber Center would be available that weekend if the weather is bad?

Clerk Wheeler informed the Leiber Center is already out for Sunday, September 3 starting at 9:00 a.m.

Trustee Vance asked if they have any idea approximately how many people?

Mr. Haas stated they will be sending out flyers soon and will be having another meeting on April 10, 2017. He stated hopefully by June they might have a better idea of how many people to expect.

Motion by Monnin, second by Vance to allow Troop 47 to use the Leiber Center in case of bad weather on Friday and Saturday, September 1 and 2, 2017 for their 100th Anniversary Celebration. All yeas, motion carried.

Manager Burkholder stated there is a lot going on and he is happy to answer any questions from Park Board.

Finance Director Keaton reported the February Financial Statement. She informed Park Permits are down \$1,705.00 compared to last year. She informed calls are starting to pick up, but seem to be coming in slower than last year.

Finance Director Keaton reminded the Annual Community Park Cleanup is scheduled for March 25, 2017. Refreshments will be after the cleanup in Shelter #3. She informed if it rains or snows, the event will be rescheduled for April 1, 2017.

Public Service Director Williamson reported the demolition of Shelter #2 was delayed due to a misunderstanding of regulations and a needed asbestos test. He informed a demolition permit needs to be obtained through RAPCA and the Ohio EPA. The samples were taken today at Shelter #2, and the announcer's stand at the BMX Park to be analyzed and hopefully we will have results back within a few days. He informed once samples are received back and are negative or less than 1% then we can proceed as normal. RAPCA does have a 10 day waiting period, so we are at least 10 days out from demolition. He stated design for shelter #2 is underway and we should have bid documents in the near future.

Public Service Director Williamson informed the Service Department has been helping out the BBC to get the fields ready for their upcoming season.

Public Service Director Williamson announced this Friday will be his last day with the City. He has enjoyed his time working here and it has been a pleasure to work with Park Board Members.

Trustee Vance stated she is sad to here that. She asked if anyone is lined up to take his spot yet?

Public Service Director Williamson stated it is being worked on.

President Monnin informed he will be missed.

Trustee Vance had no report.

Trustee Cordes informed the Theatre Board has voted to donate \$50 to the Veteran's Memorial Fund. She asked who to send it to?

President Monnin informed to have it mailed to the City and have Memorial listed in the memo line of the check.

Trustee Vance asked if anyone writes thank you notes for situations like this?

Finance Director Keaton informed we have thank you cards and can bring them back to the next meeting.

Trustee Haney had no report.

President Monnin informed the tent has been ordered for the Memorial at Gateway Park. He has received a commitment from the High School band and choir to perform, a man to play the bagpipes and a Salute Squad is scheduled. He asked if flowers are going to be planted?

Manager Burkholder stated some flowers will be planted, he is working over the estimates and looking into the budget. He spoke with the landscaping company today to review the estimates that were done.

Trustee Vance asked if they will be able to do all four phases that were discussed with the landscaping company at the park?

Manager Burkholder informed some improvements will be done but due to costs the entire estimate will not be able to be done, there is only so much that can be done with the budget. He informed future maintenance is also being considered before planting. He asked if the original plan was to tare out everything that is currently there?

President Monnin informed they were tare out the tall, ugly grasses that are there.

Finance Director Keaton asked if it's between the sign and the fountain?

President Monnin stated yes.

Finance Director Keaton stated some of the plants in the estimate were for tall decorative grasses which are similar to what is also in the estimate to be torn out. She thought that was perplexing to take out tall grass but then to add more. She informed she likes the look of the wispieness of the tall grasses as you pull into the park, it looks nice.

Manager Burkholder informed he spoke with the landscape company about the edging to be done and they will be doing it by hand. He stated there will definitely be some enhancements as far as color made and then anything cleanup related will be done.

President Monnin asked if the landscaping company asked for power washing to be done prior to planting?

Manager Burkholder stated yes, because the power washing could wash away any smaller plants. He stated as soon as the weather breaks he would like to start working on the cleanup to get as much done as soon as soon possible, especially the power washing. He stated Gateway Park was the biggest ticket item in the estimates and we may have to trim the budget back a little.

Finance Director Keaton stated on the quote there is a spot for an area to be done near the Park Board sign. She asked if that was the white sign to the left as you enter the Park, where the Park Board Member's names are listed? She also asked if the Golden Gate sign mentioned in the quote is the sign to right? She thought the estimate for that area seemed a little expensive.

President Monnin stated yes to both. The Golden Gate sign is behind the fence. He suggested if Finance Director Keaton had any questions she could call and discuss with the landscape company. He thought the area in question would have to be prepared because of the concrete that is there now.

Trustee Vance thought that he wanted to put taller type plants in the area.

Finance Director Keaton stated they may need to prioritize due to the budget, especially with Park Permits being down.

Manager Burkholder informed taking the sign down as you exit the park has been discussed to help give drivers a clearer view.

President Monnin informed he is working on a rough idea of how to run the event for the Memorial. He informed Mick Waltz will be the MC, and he always does a good job. He informed he has two Senators, a member of the House of Representative and a Congressman who have all said they would come. He stated he tried to arrange a flyover with Wright Patterson Air Force Base but they are still under the Obama budget and Obama put a freeze on these types of things. He is working on possibly Care Flight to do a flyover.

President Monnin stated the sound company feels they can put in three speakers to cover the entire area. He informed Trustee Haney has offered to pay for the speaker system, which is greatly appreciated. He described the band will be playing on the hill, the choir will be a little lower on the hill and taps will be played on the hill also. He stated the 21 gun salute will be done in front of the flag poles. President Monnin stated the event plans are coming together very nicely. The Fire Department will have the two ladder trucks extended and the American Flag draped between them.

Trustee Haney asked if there will be any sort of programs handed out?

President Monnin stated programs are being worked on now to hand out the day of the ceremony. He stated there have been a few meetings so far to plan out the programs.

Trustee Vance asked about how many people will be speaking?

President Monnin stated they are trying to keep the program to about an hour to an hour and fifteen minutes. They do not want to drag the program out too long. He informed most people they have asked to attend as guests without needing to speak.

President Monnin informed Kevin, of the Brookville Star, that he will get him the exact details for the newspaper.

Trustee Vance suggested the band and choir students be given some guidance on what to wear for the event. She thinks this should be a dressier event and no jeans and t-shirts.

President Monnin informed he has an upcoming meeting with the Band and Choir Directors and he will bring that up.

President Monnin stated Channel 7 has committed to attending, but he has not heard from Channel 2 or 22. He stated the event should definitely be fun.

Trustee Cordes asked if grass plants are being pulled from certain areas of the park, could they not be reused in other areas or at a different park? She stated grasses are fairly easy to replant and might help save money.

President Monnin asked if we can talk with Aaron at the landscaping company to see if some of the grasses can be pulled up and moved to a different location?

Manager Burkholder stated some of the exact details have yet to be discussed, so far all he has is a list of the plants but nothing yet on the layouts or exact locations. He informed the work will all be done by contract labor with the landscaping firm and not done by the Service Department. The Service Department has a lot of work going on and are also down a few people right now.

In Old Business,

Trustee Vance asked if there is anything new with the BMX Park?

Public Service Director Williamson informed Manager Burkholder has spoken with Miami Valley Career Technology Center's Excavation Program and they have offered to come out and level the track.

Manager Burkholder informed Police Chief Jerome helped to set this up with Miami Valley Career Technology Center. He met with the Program Director today and signed a tentative Agreement. They will tare out the concrete, starting gate and level the whole area. He stated there are poles to be taken down and speakers and lights that need removed. Manager Burkholder would like to start a secondary plan for the theatre area, and the whole BMX area to see how the area can be repurposed or touched up. He stated lots of ideas have been discussed in the past on ways to enhance the area or add to it. He stated the best news is that the BMX Park will be leveled soon. We will have to see if we will need to add any more clay to the area, possibly from the new fire station site, but this will be a temporary fix to clean it up and make the area safer until a long-term plan is established for the area.

Manager Burkholder informed relocating some of the lights near Shelter #2 in Golden Gate Park is also being looked at. He informed it would look nice if some of the street lights that are in the park could be changed to a more decorative light instead. He stated the City is trying to do more burying of wires underground when enhancements are done to help upgrade and update.

Public Service Director Williamson informed the electrical service at Golden Gate Park is in the process of an upgrade. He informed there is currently 400 amp service by the castle playground that serves the power panels used for vendors at the Community Picnic. that service will be upgraded to an 800 amp service which will allow for four more panels out into the park area that will support more vendors. He informed DP&L has been granted the easement to run the cable to the transformer and once that is in place further wiring will be needed to put the new panels in place.

Manager Burkholder asked if Park Board Members know about the Farmer's Market? He informed their Board is planning to present to Council at the next Council Meeting to give Council more information. He informed the Farmer's Market will start on the evening of Friday, April 21 and run through November.

Trustee Vance asked if there was a timeline on the basketball court at Golden Gate Park?

Finance Director Keaton informed there is no specific timeline but she will be working on it soon. She informed Miami Valley Career Technology Center (MVCTC) will be helping out to scrape down the dirt to help level the area out to backfill with gravel and stuff that has to be put into the ground underneath the asphalt. She stated MVCTC students will be donating their time

to help with this project and once it is done, she will order the basketball hoops and begin getting asphalt estimates. She informed as of right now, the asphalt plants are not open for the season yet.

Manager Burkholder informed the students at MVCTC stated they have done projects similar to the basketball court and the BMX park before. He stated this should be a very good partnership with the City and MVCTC.

President Monnin stated when the castle playground was build, MVCTC was very helpful.

Manager Burkholder informed it is still being discussed about who and when to have the dead ash trees removed by the castle. He stated an inventory of all the parks needs to be done to help determine dead trees that need removed. He informed it is nice to see some of the new stock of trees added to the parks from last year's Memorial Tree Program.

Mr. Haas stated there are several dead Ash Trees in Ward Park.

President Monnin informed Ward Park is on the list.

There was no New Business.

President Monnin thanked everyone for coming.

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



Meghan Wheeler, Clerk



Dave Monnin, President

