

Brookville Board of Park Trustees
Regular Meeting
April 10, 2018

The Regular Meeting of the Brookville Board of Park Trustees was called to order by President Monnin at 7:30 p.m. on April 10, 2018 in the City Council Chambers. The Pledge of Allegiance was recited. Trustees Cordes, Haney and Vance; Manager Burkholder, and Clerk Wheeler were present. Finance Director Keaton and Council Liaison Schreier were absent.

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

Motion by Cordes, second by Vance to approve the March 13, 2018 Regular Meeting Minutes as presented. All yeas, motion carried.

Ron Chandler informed he has been working on the outfield of Diamond #1 and trying to keep people off the field. He informed people are climbing over the orange fence that is wrapped around the field. He stated he will be out there a lot to monitor the field and try to prevent people from being on it. He reported leagues will start up April 22.

Manager Burkholder reported an engineer is working on the design of the pathway from the Theatre to the park and also the basketball courts at Golden Gate Park. He informed it is being consider to move the courts away from the back of the restrooms. He stated the engineer is also helping out with proper drainage options.

Manager Burkholder informed an estimate was received today for the gutter and roof systems needed at the Community Theatre for approximately \$21,000. The estimate does not include the sandblasting or resealing. He stated the Community Theatre is a very unique building, not a lot of other buildings like it so, the contractor had to locate the parts needed.

Manager Burkholder stated he has not heard anything in a while from the group that wanted to construct a new basketball court at Ward Park. He asked if any of the Park Board Members have heard anything?

Park Board Members all stated no.

Manager Burkholder informed the City will be installing the new Ward Park sign soon. He informed when the ground dries up, the dead trees in the park can be removed.

Trustee Vance asked about the leaking at the caretaker's cabin in the park?

Manager Burkholder informed the cabin will be taken care of once the contractor comes out to look at it. He informed the contractor that was out last year fixed the repairs needed at that time and determined the window where the leaking has occurred is actually a floating window, which means the window sort of floats between the wall. He stated the current leak is a new problem and a thermal imaging test was done last year to determine where the leaks were, and at that time this leak was not a problem. He informed Service Superintendent Homan has been out to look at the issue and has spoken with the Musics about the leak and informed them the contractor is scheduled to come out and look at it again. He stated Service Superintendent Homan has been on top of the issue since he was notified about it. He explained when the logs on the cabin expand and contract, the floating window moves and seems to create a crack where water can leak. He stated due to maintenance issues like this, that is why he decided against the idea of a log cabin as a replacement for Shelter #2.

Trustee Haney asked if stump removal is being done?

Manager Burkholder informed we have been working with Chris's Tree Service to have some removed. He stated he would like to get them done sooner rather than later. He informed he is also looking into the cracks in the tennis courts. He stated some of the cracks in the tennis courts look pretty serious and the repairs could be expensive because of how severe some of the cracks seem.

Manager Burkholder informed he was contacted by a church group today interested in doing some community service work.

Manager Burkholder stated he would like to get with the Finance Director on the Park Budget to review the amount needed for the Theatre improvements and the basketball court and will then report back to Park Board. He will also provide an update on the walking path once the final plans are approved. He informed the reason the City contracted with an engineer is because on the pathway, we have to make sure the drainage is correct, it is ADA compliant for wheelchair accessibility and the path holds up for many years to come.

Manager Burkholder stated he would like for the Service Department to work on weeds throughout the parks. He stated he will have Service Department Homan look at the outfield tomorrow to make sure the orange fence is put back up and will also notify the Police Department to keep watch for anyone on the field.

Trustee Cordes asked if any signs could be put up to help keep people off the outfield of Diamond #1?

Manager Burkholder stated yes, he will look at having the Service Department put up some temporary signs.

Trustee Haney asked if there is an environmentally safe chemical that could be used to keep the honeysuckle from growing?

Manager Burkholder informed there is a type that Service Superintendent Homan is looking into. He informed the Service Department has been working on cleanup throughout the City and having three extra workers not on a garbage truck has been a huge help. He informed he would like to hire at least one summer help employee for the Service Department and is looking to hire a GIS intern again this year to work with the Zoning Officer.

Manager Burkholder reported the Farmers Market will be at a new location this year, it will be located at the Event Center on Market Street.

Trustee Cordes asked if the other Park Board Members were still interested in trying to plan a dog walk for this year as discussed last year?

President Monnin stated he hadn't thought about it.

Trustee Cordes informed if a dog walk were to be scheduled, the company that holds the agility demonstration would need a notice because they do book up fast. She stated an event like this could help raise some additional funds for the parks and be fun for the community. She asked Members to think about if they would like to hold some type of dog walk event this year.

Trustee Cordes asked the best way to get funds if needed?

Manager Burkholder informed possible donations from individuals or organizations that would like to sponsor an event.

Manager Burkholder asked about the possibility of rescheduling the park cleanup for this weekend, April 14 because of the possible rain being forecasted? He suggested tentatively rescheduling the event for April 28. He suggested next year, holding the cleanup later in the year in hopes of avoiding cold or rainy weather and the Service Department could get started with cleanup in the spring before Baseball Opening Day and then still hold the cleanup as a community event.

President Monnin stated he thinks this weekend should be dry enough and as of right now the rain is supposed to hit in the afternoon.

Trustee Cordes stated she thinks it should be rescheduled to avoid the rain or even snow. She stated plus everything is so wet right now and it might discourage people from coming out to help.

Manager Burkholder stated he would like to have a decision made within the next day or two depending on the forecast.

Trustee Haney stated she would like to see the event stay scheduled date of April 14th. She stated there was a lot of community activity at last years clean up.

Manager Burkholder stated the event will be left on the 14th for now, but Staff will keep an eye on the weather forecast.

Trustee Haney asked Members to think about having another Christmas in the Park event this year? She stated the company that did the horse and carriage rides last year will fill up soon. She stated if doing the event, will need to determine a date and possible funding. She stated Park Board received a lot of good compliments from last year's event. She stated the event would also need to get on Santa's schedule.

Trustee Vance stated there was a good turnout last year even though it was cold, so she thinks it would be sad not to continue it.

Trustee Haney stated the lights looked so neat from the park last year. She wondered if Service Clubs would be interested in donating to have additional lights put up or along the roofs of the buildings in the park. She stated people could enjoy the lights all December long.

President Monnin stated he doesn't want to run lights along the fence again and run all those extension cords.

Manager Burkholder informed the purchasing of new LED lights on Market Street has been discussed and if so, the City might have some additional lights Park Board could use.

Trustee Cordes stated if the horse and carriage rides are to be done again, then a date needs to be set soon and it needs to be determined how the rides would be paid for.

Manager Burkholder suggested Park Board Members put together a tentative budget for the event. He stated that way, if committing to the horse rides, then we know the funding is there and will help ensure proper planning for the event.

Trustee Cordes asked about having businesses or community groups pick a shelter and then decorate it and even have a competition? She stated they would need to know how many shelters had electric. She suggested a first come first serve basis on who wants to decorate a shelter. If people helped decorated the shelters, it would help Park Board with costs and increase community involvement.

Trustee Haney stated Brookville has a beautiful park and should promote it all year long.

Discussion followed on deciding if Park Board should host the Christmas in the Event again in 2018 and possible donations that could be received for the event.

Park Board Members decided to schedule Christmas in the Park for December 7, 2018 and they will start coming up with ideas and decide on the exact times.

Trustee Cordes informed the Theatre Board is considering hosting an event the same night and in conjunction with the Christmas in the Park event. She informed they would like to have some activities planned geared towards children. She stated this idea has not yet been approved by the Theatre Board and is only an idea that was thought to help draw a larger crowd.

There was no Old Business.

In New Business,

President Monnin informed he received stickers from dayton.com recognizing Golden Gate Park for being voted #2 best place to take a picnic.

Trustee Cordes asked if there is a job description for the responsibilities or expectations of Park Board Members?

Manager Burkholder informed it varies from City to City depending on how the City operates. He stated Brookville runs by it's City Charter. He stated he will check with the Law Director on the specific language in the Charter that would represent Park Board Members.

Trustee Cordes stated it would be helpful for Park Board Members to know exactly what their responsibilities entail.

Trustee Haney asked if there is anyway Park Board Members can receive an email notification when miscellaneous things take place at the parks? She stated she gets a lot of questions on what's going on when things take place at the parks and it's nice to have an answer to give people when she is asked.

Trustee Cordes stated recently there were what looked to be surveyors working in the park and no one on Park Board had any clue what what was going on.

Manager Burkholder informed there have been a variety of people out there to meet Service Superintendent Homan recently to look at various things. For instance, the tennis courts and the basketball courts.

Trustee Haney stated if Park Board is aware of certain things going on, Members could be at the park too at the time of the work.

Manager Burkholder informed depending on what is going on, Staff can notify Members but as previously advised by the Law Director, Members have to aware that a quorum of Members being together at the same time means a Public Meeting.

Discussion followed on holding special work sessions for Park Board Members to work on projects.

Manager Burkholder stated he will check with the Law Director to advise Members and give them clarification.

Trustee Cordes stated she would definitely like clarification and a job description for Park Board Members.

Trustee Vance asked if Park Board has any decision making power?

Manager Burkholder stated Park Board can make recommendations. He informed just like Staff, Members can make recommendations on things, for example, the budget, but the budget is Council's ultimate decision. He stated Staff works with Members on projects but have to take costs into consideration and Staff has to make daily decisions on a variety of things and also ensure public safety. He stated it takes cooperation between Staff and Board Members to get certain types of projects or events done.

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



Meghan Wheeler, Clerk



Dave Monnin, President