

Brookville Board of Park Trustees
Regular Meeting
July 10, 2018

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

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

Motion by Monnin, second by Vance to approve the June 12, 2018 Regular Meeting Minutes as presented. All yeas, motion carried.

Robert Dillon, of 502 Jefferson Street, reported he is planning to hold a dedication during the Community Picnic for the picnic bench he did for his Eagle Scout Project.

President Cordes suggested he contact the Chamber of Commerce for approval of his plans for a dedication during the Community Picnic and then to keep Park Board informed.

Manager Burkholder reported he has provided Members with a memo on their request for City support for the Christmas in the Park Event. He informed the City's focus recently has been on the repairs at the Community Theatre. He informed the building still needs power washed, sealed and repainted.

President Cordes asked if Finance Director Keaton will be able to apply for the Sam's Club Grant again this year.

Finance Director Keaton informed the grant is available year round. She asked for ideas on how the money would be spent in order to add to the grant application.

President Cordes suggested maybe after the August Work Session, they would have more ideas of their exact plans and needs.

Finance Director Keaton reported the revenue report. She informed Park Permits were down \$229 compared to this time last year.

Trustee Haney had no report.

Trustee Monnin asked when the new path is put in from the Theatre to the park, will they connect it to the bridge that is there?

Manager Burkholder stated he is not sure yet, final plans are still being worked on. He informed the bridge also will need evaluated at some point because there are areas of rust under the bridge. He informed he has instructed for an inspection of the bridge be done to ensure its safety.

Trustee Monnin stated he would strongly recommend not replacing the bridge, it's a part of history and some history needs left alone.

Manager Burkholder stated he understands the bridge is a part of history, but it also has to be safe for people to walk across. He stated there are other bridges that need inspected throughout the City as well. He informed since the issues with the pedestrian bridge on Arlington Road, he just wants to make sure the other bridges are safe.

Trustee Monnin stated the bridge has been there for 100 years and there haven't been any issues and he doesn't think it should be replaced.

Manager Burkholder stated no decision has been made, but an evaluation has to be done and if for some reason it isn't safe, decisions will need to be made. He stated public safety is number one.

Trustee Vance asked if there is any way the bridge could be restored instead of being replaced?

Manager Burkholder stated nothing has been decided, we just need to have it evaluated first and then options can be determined. He described the bridge on Arlington Road was so deteriorated that restoration was not an option. He stated after an evaluation is done, a copy of the report will be forwarded City Council and Park Board for their review.

Trustee Vance asked how soon it will be evaluated?

Manager Burkholder has requested an evaluation be done and it will probably depend on the availability of the engineer's schedule. He stated these issues were really prompted after the issues on the pedestrian bridge on Arlington Road.

Trustee Vance provided City Manager Burkholder pictures of playgrounds made with recycled dead trees.

Manager Burkholder stated he will look into the idea and approximate cost.

Trustee Vance stated it would be a nice way to create a natural type playground.

Trustee Haney asked if some sort of inventory of the various trees throughout the park is still being worked?

Manager Burkholder informed an intern or volunteer for this task would be very helpful since it is such a big task. He stated he would like to have a list created of all of the trees throughout the parks and not just the Memorial Trees. He stated there is really a lot more to the Memorial Tree Program than most people realize because of the maintenance that has to be done once the trees are planted. He informed the Service Department does all the watering of trees.

Manager Burkholder stated the Service Department did a great job on the volleyball court.

Trustee Cordes reminded it was decided at the last Park Board Meeting, the Christmas in the Park Event will be held from 6:30-8:30 p.m. and the next Work Session for the event is scheduled for August 10 from 10:00 a.m. to noon. She informed the Theatre is working on a children's show that they plan to do for the Christmas in the Park Event.

Members discussed lighting ideas for the pathway from the park to the Theatre.

President Cordes asked why the Theatre was recently billed for fertilizer?

Manager Burkholder explained it has been past practice for the various service groups to be billed for maintenance items.

Finance Director Keaton informed she gets tickets from the Service Department of the areas treated and if the area belongs to a service group, she will then send out an invoice for the cost of the fertilizer. She informed the cost of fertilizer did increase this year. She stated the Brookville Baseball Club (BBC), Soccer Association (BSA) and Pee Wee Football all receive invoices for any fertilizer used.

Trustee Cordes stated her understanding has always been that the outside of the Theatre Buildings was the responsibility of the City and the inside of the building was the responsibility of the Theatre Board.

Manager Burkholder informed he has recently began a review on all of the agreements with the various Service Groups because it seems they all need to be tightened up and be more detailed. He informed City Council has requested specific details on what the Theatre is paying for use of the building and how they will contribute to improvements made. He stated there seems to be no formal agreement with this information. He stated he is not sure if past agreements were only made verbally, but he would like to formalize a written agreement so everyone is on the same page. He stated he did recently have a conversation with Larry Henry of the Theatre Board to discuss the issue of the Theatre Board being billed for fertilizer. He stated he hopes Mr. Henry passes along that information to the other Board Members because he doesn't want any miscommunication. He stated over the last three years, the City has done a tremendous amount

of work at the Theatre that the Board has not been billed for. He stated when there is any sort of issue like this or questions, it should come to the City Administration for a quick response. He stated the City is just as committed to the Theatre as it has been in years past and feel the Theatre is a great asset to the community.

President Cordes informed she was questioned about why the Theatre Board received an invoice, which is why she brought it up. She stated it seemed to be a surprise invoice so she just wanted clarification.

Finance Director Keaton informed the City has always invoiced the various service groups for any improvements done, not labor just the materials. She informed the contact information the front office has for the Theatre Board is Larry Henry, which is why the invoice was mailed to him.

Manager Burkholder stated it would be helpful to have a current list of the Theatre Board Members just like we do for every other organization.

Manager Burkholder stated there have been vandalism and other issues at the park that are being addressed. He stated there has never been any sort of policy for keys made and given out to the organizations and that is currently being corrected. He stated if anyone is caught stealing or vandalizing, they will be prosecuted. He stated these are examples of real problems that are being worked on diligently with Service Department, Police Department and various organizations to improve. He stated security is a very important and if anyone has a problem, to report it right of way. He stated another issue is litter, the City asks for people to please be respectful. He informed new trash cans are coming soon through a recent grant received.

Trustee Haney asked if recyclable containers can be placed throughout the park during the Community Picnic?

Kevin O'Boyle, Chamber of Commerce Board Member, informed the reason recycling containers were not put out last year was because a majority of people don't realize the difference between the trash and recycling containers and then when hauled away, extra charges occur for having to separate.

Trustee Haney stated she thinks enough people would understand the difference.

Manager Burkholder informed the heaters in Shelter #3 should be done soon. He informed the gutters have also been cleaned out on the building. He stated there is such poor drainage issues in a lot of areas at the park. He would like to look into some sort of gravel solution to help with the drainage problems.

There was no Old Business.

In New Business,

Trustee Vance asked the status of filling the open Park Board seat?

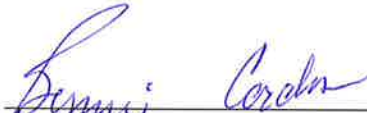
Clerk Wheeler informed the advertisement for the opening will be in the next edition of the Brookville Star and will run for the month of July. She informed the opening is posted on the City's website and Facebook Page.

Manager Burkholder informed once the deadline closes, the applicants will be scheduled for interviews with City Council Members during an Executive Session. He informed the Park Board President will join Council Members during the interviews.

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



Meghan Wheeler, Clerk



Bonnie Cordes, President

