

Brookville Board of Park Trustees
Regular Meeting
October 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 October 10, 2017 in the City Council Chambers. The Pledge of Allegiance was recited. Trustees Cordes, Haney and Vance; Manager Burkholder, Finance Director Keaton, Clerk Wheeler, and Council Liaison Apgar were present.

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

Motion by Vance, second by Cordes to approve the September 12, 2017 Regular Meeting Minutes as presented. All yeas, motion carried.

Manager Burkholder reported the main project for next year will be to replace the basketball courts at Golden Gate Park and we will be trying to finalize the lights on the two courts. He informed the restoration of the Caretaker's cabin will begin the end of October.

Manager Burkholder informed the theatre will require more work than anticipated. He informed it is believed water has leaked into the concrete block walls. He informed it is still being investigated further. He stated the Theatre Board did a great job researching the history of the Theatre and found the original building plans, the last will and testament of the person who donated the building and the constitution or by-laws for the use of the building. He stated those documents were very informative and are quite helpful to have. He stated it is not just the roof and walls but there is also a water problem next to the building because of a negative slope and there are drainage issues that need to be addressed to help maintain the integrity of the building. He stated it will be quite a process but he is working on a plan with the engineer. Manager Burkholder stated these are additional costs that will come out of the Park Board Budget with some help from the General Fund.

Finance Director Keaton presented the Fund Balance for September. She reported year to date, Park Permits are down \$1,126.

Finance Director Keaton stated at the last Park Board Meeting, she was given direction to apply for a grant from the Walmart Foundation to help pay for Christmas Lights. She stated she has held off applying because ideas have changed on what to use the money for, she needs confirmation before officially applying. She informed in reviewing the NatureWorks Grant application for the basketball courts, that there is no funding to replace the poles. She suggested using the Walmart Foundation to apply for funds to pay for new lights to go up around the basketball courts.

Finance Director Keaton asked if Park Board still wants to apply for funding for the Christmas lights or have the lights already been taken care of?

Trustee Cordes stated some lights were donated but not near enough of what is needed.

Finance Director Keaton stated she just needs to know in order to move forward with submitting the grant.

President Monnin stated 30% of the lights donated did not work.

Finance Director Keaton stated she can finish the application quickly once she knows what the funds will be used for.

Manager Burkholder asked if they are still in need of more lights?

President Monnin stated yes.

Trustee Haney stated she thought that if awarded the money could be used for anything park related. She informed you can request money in the amount of \$250 up to \$2,500. She informed if selected, the money would be paid directly to the City on the Park Board's behalf to be used in the parks. She stated if the funds are not used on Christmas lights, they can be used for other things within the park, as long as it is used for public good to improve the park. She informed it is usually a 30-60 day process and her contact at Sam's Club will try to help move the project along on her end. She informed she has tried to reach out to their contact at Sam's to clarify.

Manager Burkholder asked how soon, once the application is approved, is the turnout for the receipt of funds? He stated President Monnin turned in a requisition for lights to be purchased by the City and then be reimbursed with the grant money.

President Monnin stated the requisition he provided to Manager Burkholder listed the costs for what would be needed for the event including lights. He has a printout of the estimated cost from Lowe's for Christmas lights. He stated if funds are received from Walmart, then lights can't be purchased from Lowes, they would have to be purchased from Walmart.

Finance Director Keaton informed she took some pictures of the lights that Sam's Club has available in the store on Miller Lane.

President Monnin stated the lights at Walmart are almost identical to what Lowe's had.

Trustee Cordes presented a to do list of things to do for the Christmas celebration.

Trustee Vance asked if the event will definitely be Friday, December 1? She asked what the event will be called?

Park Board Members decided to call the event Christmas in the Park.

Trustee Cordes informed they need one more Christmas tree. They have one to use in the Shelter where Mr. and Mrs. Clause will be. She informed the Theatre is going to let them borrow their tree, but they are still in need of one more tree for the gazebo. She informed the tree will need to be able to be outside and it would be nice if it were pre-lit. She stated they would like to see if elementary school kids would like to decorate ornaments and then bring them the night of the event to place on the Christmas tree in the shelter. She informed they are hoping to have a horse and carriage ride that will pick up Mr. and Mrs. Clause at the Service Garage and bring them to the Shelter and then offer rides around the park. She stated they are in need of a few men to help Mr. and Mrs. Clause in and out of the carriage.

Trustee Vance asked if the carriage rides will be free to the public?

Trustee Cordes stated yes.

Manager Burkholder asked how much the horse and carriage ride will cost to have?

Trustee Cordes informed \$400.

Manager Burkholder stated he has a hard time justifying spending City revenue of \$400 for two hours of carriage rides just around the park. He stated it is a nice idea, but the carriage rides would be in such a confined space, being just around the park. He suggested they look for other donations toward that cost, if they really want carriage rides.

Trustee Cordes stated they will need to look for other donations then to cover the cost of the carriage ride.

Trustee Haney informed she spoke with Council Member Anne Kirklin who had contacted the Builder's Club at the school for possible help.

Trustee Vance reported the Brookville High School Band Director has committed a brass choir to play that night. She informed the High School choir teacher has said Shades of Blue, which is the high school show choir, would come out and sing Christmas songs during the event.

President Monnin informed he has a speaker system lined up. He informed Chase Electric will meet him on November 8 and donate two hours of work. He stated he will have them hang the lights in the big gazebo. He asked if the Service Department could help hang lights in the smaller gazebo?

Manager Burkholder informed yes. He asked President Monnin to let him know when he needed them hung by and how they wanted them hung, so that something can be scheduled.

President Monnin informed he reached out to Monica Ipsen, who has a phenomenal voice, and she has agreed to sing that night. He stated he will ask Chase Electric how much it would cost to put a timer on the lights.

Trustee Cordes asked if they have enough lights and Chase can't hang the lights around the fence at the castle playground, could the Service Department?

President Monnin stated if anyone wants to donate cookies, cookies are needed.

Trustee Vance asked about hot chocolate?

President Monnin stated if we know of anyone with roaster pans, that would be helpful.

Finance Director Keaton stated she has one.

Park Caretaker, Shelly Music stated she has two.

Trustee Vance stated they could use those and that should work great for the hot chocolate.

Trustee Cordes stated she needs to check on cups and napkins.

President Monnin stated he will look into cups.

Finance Director Keaton stated you can get napkins and cups very cheap at Sam's Club.

Trustee Cordes stated they still have plenty of time to get this event pulled together. She informed the Chamber of Commerce was very supportive of their ideas. She stated the biggest thing is getting money donated.

Caretaker Music asked if McMaken's would be willing to donate the hot chocolate?

President Monnin stated he will check.

Trustee Vance asked if the lights will be on through the month of December?

President Monnin stated yes. He asked if timers cannot be done, if the Caretakers would be willing to turn the lights on and off?

Caretaker Music stated yes.

President Monnin stated he has been asking for years for the back driveway to the Scout Shelter to be covered. He described someone has patched the holes in the drive and it looks great, a real plus.

President Monnin informed he was at the park last Sunday and received comments on the bathrooms from a young group that said they play a lot of tournaments in a lot of places and Golden Gate Park has the cleanest bathrooms they have been to.

Manager Burkholder asked the Park Caretakers if everything on their list of repairs have been taken care of?

Caretaker Music stated yes.

Manager Burkholder informed her if they need anything to let him know.

Caretaker Music stated the only thing they really need is a new mailbox. She informed the mailbox for the cabin is broke.

Manager Burkholder stated to let him know what kind of mailbox they would like and he will have it replaced.

Trustee Haney asked if the floors in the Leiber Center will be re-finished soon?

Finance Director Keaton informed the floors in the Leiber Center will be re-finished in November.

Manager Burkholder stated he would like to do something with the canopy on the Leiber Center. He suggested trying to power wash it to clean it and if it can't be cleaned, then adding it to the budget for next year to be replaced.

Caretaker Music asked if there are extra ceiling tiles anywhere? She stated some of the ceiling tiles are really bad inside the Leiber Center.

Manager Burkholder stated he is glad she brought that up. He informed he has talked with Finance Director Keaton about trying to budget for some updates to be done on the inside of the Leiber Center. For example, new coat racks and the need for ceiling work. He stated the City will also have to budget for more tree removal in 2018 because there are more trees that need to be removed. He informed he has discussed with the Service Department about possibly purchasing the equipment to do the stump grinding ourselves instead of renting the equipment because we have so many dead trees that need to be removed.

Manager Burkholder stated there is a silver lining, even though the whole idea of removing a dead tree in a right-of-way started out controversial, once we looked at the current Ordinance we

realized it needed to be updated. He informed the whole procedure is being reviewed on how we want to manage our trees in the future. He stated if people drive around town, they will notice how many dead trees there really are in the areas between the curbs and sidewalks.


There was no Old Business.

There was no New Business.

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



Meghan Wheeler, Clerk



Dave Monnin, President