

Brookville Board of Park Trustees  
Regular Meeting  
December 12, 2017

The Regular Meeting of the Brookville Board of Park Trustees was called to order by President Monnin at 7:30 p.m. on December 12, 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 Cordes to approve the Agenda as presented. All yeas, motion carried.

Motion by Haney, second by Cordes to approve the November 14, 2017 Regular Meeting Minutes as presented. All yeas, motion carried.

President Monnin thanked Council Liaison Bob Apgar for his years of service and help as the Park Board Liaison. President Monnin stated he has had the opportunity to work with Bob Apgar for many years and Mr. Apgar will certainly be missed. He thanked Mr. Apgar for all his years on Council and for the great job he has done as a Council Member over the years.

Park Board Members all agreed and thanked Bob for his service over the years

Manager Burkholder thanked Park Board for hosting the Christmas in the Park event. He stated the event seemed to be successful and he personally enjoyed being there for it.

Manager Burkholder reported he recently received complaints on Ward Park and the Service Department has been busy cleaning it up and the leaves have also been picked up. There is still a little bit more work to do, but it looks much better. He informed there is a large tree that has grown into wires near an electric pole at Ward Park that needs to be removed. He stated he will be reaching out to DP&L for help with it. He stated there may possibly be an interested party in donating to have the basketball court fixed up. He informed the graffiti has been removed. The new Ward Park sign has been received and will be put in soon and the new sign will be a real enhancement, it looks very nice. He reported the City received about 7 signs that say Welcome to Brookville from a recycling grant and they are made out of recycled materials. He informed they will be put up once the weather is a little better.

Manager Burkholder informed he received the report on the work that is needed on the Community Theatre and is now awaiting the general estimates from the Engineers. He stated the estimates may need to be folded into the 2018 Budget because these repairs need to be done in order to help maintain and preserve the building.

Manager Burkholder reported he recently spoke to students at Wright State University about our park system possibly being a Capstone Project for students going through Public Administration Classes.

President Monnin asked where the Ward Park sign will go, if it will go on the Wolf Creek side?

Finance Director Keaton stated we will have to look and see which of the current signs is worse, the one on Wolf Creek or the one on Oak Street. She stated that maybe we can also apply again this year for another sign.

President Monnin suggested in the future, additional parking may need to be discussed at Ward Park.

Trustee Cordes asked if it has been researched as to the cost to put heaters into Shelter #3? She stated if Shelter #3 could have heat, it could be rented out in the winter months, which would help bring in additional funds.

Manager Burkholder informed we will have to look into the cost and the cost for labor to install. He stated the focus in January will be the transition of the three workers from the trash truck to the Service Department.

Trustee Cordes stated it is a shame to just let it sit all winter long.

Manager Burkholder stated some improvements also need to be made to the Leiber Center. For instance, the inside needs painted, there are ceiling tiles that need replaced, new coat rack, and the awning outside needs some work. He informed Shelter #4 also has a few minor improvements that are needed as well.

Finance Director Keaton informed at the July 14, 2015 Meeting it was reported a \$1,000 donation was received from the Delta Theta Tau Sorority for the building of Shelter #3. She reported she went back to 2014 and that was the last donation received by them. She stated they did pay for the cost of lights to be added in the big gazebo but it did not go through the City. She stated things like that, as the City Manager has previously mentioned, need to come through the City so it can be documented.

President Monnin explained the Sorority had mentioned to him once about how dark it was on the stage and he agreed and then a few days later, he noticed lights were being put up. He stated the sorority must have dealt directly with the electrical company and not the City.

Manager Burkholder stated the City is much appreciative of the lights put up on the stage, because it was definitely needed, it would just be easier to record if the City is notified.

Trustee Vance asked what exactly is the Park Board Budget?

Finance Director Keaton informed she will provide Park Board Members a copy of the Park Budget at the first Meeting in January, once it has been adopted by City Council.

Trustee Cordes asked if the cost to fix the Theatre comes out of the Park Budget?

Manager Burkholder stated yes, the Theatre is a part of the Park System. He stated he does not know at this time what the total estimates will be, they may turn out to be more costly than anticipated if the structure itself is damaged.

Trustee Cordes asked if the Theatre Board is responsible to pay any costs towards the building?

Manager Burkholder informed that policy is being reviewed. He stated the Theatre is City owned property. The Theatre Board has donated in past years. He informed most of the organizations that use City property do pay something as donations, but that the policy may need to be tightened up to help offset the cost of maintaining these type of facilities. He stated the BMX Park was an example of a City owned property and the City paid for everything related to that property.

Trustee Vance asked if the City pays for the utilities at the Theatre?

Finance Director Keaton informed the Theatre Board pays the utilities for the Theatre building.

Finance Director Keaton presented the Fund Balance for November. She reported Park Permits are up \$408 compared to 2016. She thanked Ball Diamond Manager, Ron Chandler for his Ball Diamond Program, and the positive revenue it contributes to the Park Fund.

Finance Director Keaton reported Park Board received \$400 in donations for the Christmas in the Park Event.

Finance Director Keaton provided Members with information on millage for a possible levy per their request at the last Meeting.

Discussion between Members on possible millage.

Trustee Vance requested information on how much various levies would cost homeowners.

Finance Director Keaton stated she put that information together and forward to Park Board Members.

Trustee Vance had no report.

Trustee Cordes had no report.

Manager Burkholder thanked Trustee Cordes for her comments to correct the record at the last Council Meeting.

Trustee Cordes stated she likes for things to be accurate and what was being said was night accurate.

Trustee Haney thanked the City Staff for their help with the Christmas in the Park Event. She stated she feels for their first effort, it seemed to be successful and they learned a few things to do differently next year. She thanked Bob Apgar for all his years of service on Council and for being the Council Liaison for Park Board.

Trustee Haney wished everyone a Merry Christmas.

Motion by Monnin, second by Haney to give a \$100 Christmas bonus this year to the Park Caretaker. All yeas, motion carried.

President Monnin suggested Park Board change the rental rate for the Delta Theta Tau Sorority for the Leiber Center to \$10.

Finance Director Keaton informed if Park Board wants to change the rental rate for the Sorority, they will need to amend the Motion they made at the October 11, 2016 Meeting when they decided to change the rate to \$15.00.

Motion by Monnin, second by Haney to amend the 2016 Motion setting the Delta Theta Tau Sorority rental rate at \$15 for the Leiber Center and change the rental rate back to \$10. All yeas, motion carried.

President Monnin stated the park looks very nice when you drive by at night and see the Christmas lights.

Trustee Haney suggested getting organizations to adopt a building in the park to decorate for next year.

President Monnin thanked those who donated lights. He stated they received a lot of lights and quite a few that didn't work they got rid of.

Trustee Cordes suggested having some type of fundraiser next year in advance to help with the purchase of new lights. She stated they have plenty of time to plan for next year.

There was no Old Business.

There was no New Business.

Manager Burkholder informed the City may look into putting LED lights along Market Street next year to help with the ampaga along the street. He stated a definite decision has not been made yet, but if that happens, Park Board could possibly have those old lights.

President Monnin wished everyone a Merry Christmas.

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

  
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Meghan Wheeler, Clerk

  
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Dave Monnin, President

