

**PARK AND RECREATION BOARD
MINUTES OF MEETING HELD APRIL 7, 2010**

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The Parks and Recreation Board met in regular session on April 7, 2010 at 7:00 p.m. in the Veteran's Memorial Park Depot, West Warren Street, Germantown, Ohio.

ROLL CALL:

The following members were present at the Call to Order: Mike Engler, Tom Geglein, Bob Neff, Darrell Rhoades, and Jenifer Shyrigh,. Steve Mersch arrived at 7:03 p.m.

MEMBERS ABSENT:

Darrell Rhoades and Ryan Waits were absent.

ALSO PRESENT:

Also present were Anna Sizemore, Village Manager, Tom Schiff, Law Director, Terry Johnson, Ed Schwaberow, Jim Lawson, Bob McClain and Ben DeGroat and several visitors.

APPROVAL OF MINUTES:

Mr. Engler stated that under Members Reports should read "Mrs. Sizemore" and further on in the paragraph "Mr. Engler requested a copy of the contract if one existed" is typed twice in a row and one needs to be removed.

Mr. Geglein moved to accept the February 3, 2010 minutes as amended, second by Mr. Engler.

ROLL CALL: Mr. Geglein, yes; Mr. Mersch, abstain; Mr. Neff, yes; Mrs. Shyrigh, yes; Mr. Engler, yes. 4-yes, 1- abstention. MOTION CARRIED.

Mr. Engler moved to accept the March 3, 2010 minutes as submitted, second by Mr. Geglein.

ROLL CALL: Mr. Mersch, yes; Mr. Neff, yes; Mrs. Shyrigh, yes; Mr. Engler, yes; Mr. Geglein, yes. 5-yes, 0-no. MOTION CARRIED.

MEMBER'S REPORTS:

Mrs. Shyrigh questioned if everyone had a chance to look over the paperwork that addressed the duties and responsibilities. She asked if anyone had any questions or concerns that need to be addressed before they move on.

Tom Schiff stated that he was asked by Council to put this memorandum together because there were some issues that had arised concerning and what is expected from the boards, and just not the Park Board, but all boards.

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Mrs. Shyrigh questioned if there was anything they could do to make things better, Tom Schiff replied that he did not think that there was anything any one person could do.

Tom Schiff stated that he has spoken with the Auditors and they have concerns about how the money was spent. It was his understanding that some monies were not authorized.

Mr. Engler questioned if this was recently or from early last year, he was not aware of any business being done since last Spring, Tom Schiff stated that the audit goes back two to three years of transactions.

Mr. Neff stated that this looks like it was taken from the original Charter and there was a change in 1986. Mr. McClain and he decided that the Parks needed money and they had a joint levy passed with the Township. This created the Oversight Committee of the Village and the Township and the three Oversight members had the right to distribute the funds as needed and handled in house.

Tom Schiff stated that he did not think that was appropriate, because only elected Officials and Legislative bodies really have the authority to distribute funds.

Mr. Engler questioned how the Township is represented when it says the majority of the board will be made up of Village residents. He stated that he is the only one that lives in the Township.

Mrs. Shyrigh stated that Mr. Rhoades lives in the Township; Mr. Engler replied that he owns property, but does not reside in the Township.

Mr. Engler stated that the Village Council and the Manger approve the budget, and the input from the Oversight has been very strong, even stronger than other Oversight Committees.

Tom Schiff questioned what the purpose of the Oversight Committee was, Mrs. Sizemore replied that Pool has an Oversight Committee also and that they are suppose to report back to Council or the Township.

Mrs. Shyrigh questioned when they re-key all the locks; will that money come out of the Parks budget, Mrs. Sizemore replied yes.

Mr. Mersch stated that there has been discussion regarding manual labor or volunteer labor in the parks, who has the liability. He would hate to see that go away.

Tom Schiff stated that it shouldn't go away, that would have a significant impact on the parks. We will have to figure it out so the Village is not responsible for any injuries to a resident.

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Mrs. Shyrigh stated that if someone comes on a Saturday and wants to volunteer at the parks we should have a form for them to fill out that waives the Village of any injury and would take affect at that time.

Mrs. Sizemore stated that the Village insurance company says that volunteers that are appointed by the Village Council would be covered, that means members of the Park Board. Outside of that volunteers will not be covered. The Village equipment would be covered in either case.

Mr. Geglien stated that the School Board covers the volunteers if they are approved.

Tom Schiff stated that he would talk with the insurance company.

A brief discussion took place regarding the volunteers and the liability of the Village.

Mr. Mersch questioned if Council approved the volunteers would they be covered by the insurance.

Tom Schiff stated if a wavier is sufficient then that is the way to do it.

Mr. Geglien stated that he would check with the school insurance company to see if volunteers are covered.

Tom Schiff left at 7:30 p.m.

Mr. Engler questioned if the lawn mowing has gone out for bid, Mrs. Sizemore replied that Village employees would do the lawn mowing. She went on by saying that we have in our budget to purchase a lawn mower out of the Street Department. It is the feeling of the staff that once they purchase the zero-turn mower they will be able to cut the lawn mowing time in half and be able to cut the Parks. We will be hiring a seasonal employee to just help with the grass cutting. We feel it will be a cost savings for the Village.

Mr. Neff questioned why quotes are not being put out for bid, Mrs. Sizemore replied that she spoke with Tom Schiff about that and his feelings were that if we did not give the bid to the lowest bidder and it would not be a good idea and would cause a problem.

Mr. Neff stated that he would like to see quotes from other companies to see just were we are making sure that the parks dollars are being used the best way possible.

Mrs. Sizemore stated that there would be no money taken from the Parks except for the cost of the seasonal employee.

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Mr. Engler stated that he would like to see the quotes for the fertilizing of Veterans Park, Mrs. Sizemore replied that she had a copy of what they did, and she also let them know that there are area's in the Park that do not look very good, because of the number of trees in the park. The gentlemen that she spoke with does live in the Village and is willing to come to a Park Board meeting if you would like him to.

Mr. Engler questioned if any other quotes were taken in for the fertilizing, Mrs. Sizemore replied no, that this is the company that Council has always used and they also do the pool and the Municipal building. The quote was for \$400.00.

Mr. Engler questioned if the grass has been treated this year, Mrs. Sizemore replied that they have said they have a very small window before May 1st of when it is an ideal time.

Mr. Engler questioned if we were under contract with them, Mrs. Sizemore replied that we have paid for the full year.

Mr. Engler questioned if we would be able to get quotes out for this work, we have discussed before getting multiple quotes for all the work that is done, Mrs. Sizemore replied this was already done.

A brief discussion took place on getting quotes for mowing and for fertilizing the grass.

Mr. Engler stated that the issues need to be addressed with the auditors and Tom Schiff.

Mr. Neff stated that he feels he has given a good service and a good deal to the Village. He handed out the general specs to the Park Board and reviewed each item.

Mrs. Sizemore stated that she contacted several jurisdictions in regards mowing. Brookville, Bellbrook, Farmersville, New Lebanon all mow their own parks. We are going to hire a seasonal employee to help the full time employees and still be saving money. That hourly cost for the seasonal person will be \$8.65.

A brief discussion took place regarding a seasonal person.

Mr. Engler questioned if the seasonal employee will be allowed to drive the Village vehicles, Mrs. Sizemore replied that she would look into that.

Mrs. Shyrigh stated that she was on the Department of Natural Resources website and the Village may want to look into the grant funds.

She went on by saying that there are new guidelines for burning. They have different levels at which you are allowed to burn. She would like to have a couple of those signs for the Village and the Township.

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A brief discussion took place regarding open burns in the Village and Township.

Mrs. Shyrigh stated that they have bought new cans for the disc golf course.

Mrs. Shyrigh stated that a group from the library wants to do Christmas readings in the park.

VILLAGE MANAGER'S REPORT:

Mrs. Sizemore stated that the insurance company recommended having a licensed electrician come in and look at all the wiring that is done at Christmas time. She has contacted Phelps electric to look at the lighting for the Village Parks.

Mrs. Sizemore stated that they have also taken a look at where the apron will cross the bike path at Kercher Park. We need to look at the signage that is needed to cross Astoria. He is sending some recommendations for signage.

She went on by saying that the other issue is Park Rules and Regulations. If they are not codified in our Ordinance book they are not enforceable. She has received samples from other jurisdictions and she will put them all together to have you review them. After that they will have to go in front of Council. She is unable to find any rules or regulations for our parks.

RECOGNITION OF VISITORS:

Bob McClain stated that he would not express his concerns at this time; he would email them to Mrs. Shyrigh.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

There being no further business to come before the Committee, Mr. Engler moved to adjourn the meeting.

The meeting adjourned at 8:57 p.m.

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Respectfully Submitted,

Kelli R. Sanders-Novak
Clerk of Council