

**Hendricks County Parks and Recreation
Park Board Meeting Minutes**

Wednesday, July 11, 2018
2:00pm

Parks & Recreation Office
955 East Main Street
Danville, IN 46122

CALL TO ORDER

The meeting was called to order at 2:15 p.m.

Board Present: Paul Miner, President
Matt Freije, Vice President
Gary Emsweller
Mike Hayden

Board Absent: Bill Harrington, Secretary
Doug Moon
Beth Switzer

Staff Present: Jeremy Weber, Superintendent
Eric Ivie, Assistant Superintendent
Jim Holtsclaw, Park Manager
Nathan Shaffer, Park Maintenance
Sarah Wolf, Park Naturalist

Guests: Ray Benson
Meghan Stritar, Parks Foundation of Hendricks County

A. CALENDAR

A-1. Agenda

Hayden moved to adopt the agenda; seconded by Emsweller; motion passed unanimously.

A-2. Approval of Minutes of June 6, 2018, Meeting

The board had several questions about the meeting minutes from the June 6 board meeting. After some discussion, a few corrections to the minutes were requested. **Freije moved to approve the minutes with the discussed corrections; seconded by Hayden, the motion passed unanimously.**

A-3. Budget Report

Ivie provided the board with an updated budget report, expanded to include all fund balances, both through the county and through the Hendricks County Community Foundation. Ivie reported no problems with the 2018 budget spending. Weber informed the board that he just received an email today that the 2019 budget workshop with the County Council has been scheduled for July 30, 2018, at 1 p.m. Ivie advised that he is fully prepared to attend that workshop.

B. PUBLIC HEARINGS/PRESENTATIONS

B-1. Public Comments

Holtsclaw introduced Shaffer to the Park Board members, who welcomed him to the staff.

C. CONTINUING BUSINESS

C-1. Vandalia Trail Update

Weber referred the board to his Superintendent Report regarding updates on the Vandalia Trail. Miner expressed concern that Beaty Construction is not cooperating with Civil Engineering Consultants, Inc. (CECON) with regards to repairs to the paving project and the restrooms. Weber stated that while he understands Miner's concerns, it's not uncommon to have this issue.

Miner questioned the reference in Weber's report that a change order has not been fully approved yet. Weber advised that it refers to a change order that involved changes in the area around the sewage treatment plan that were made to save costs and to accommodate the extra excavation that had to be done to accommodate the unsuitable substrate, as well as other issues in that area.

Emsweller asked about the status of the wells being drilled for the restrooms at the Amo and Coatesville trailheads. Ivie advised that the wells are being drilled today. Holtsclaw stated that they hit water at 46 or 47 feet, and that they should finish the Coatesville well today. The Amo well was completed yesterday, and both appear to be good wells. Holtsclaw is unsure that he has everything he needs to finish hooking up the water to restrooms in compliance with IDEM requirements. He asked Weber for a copy of the drilling contract so that he can see what was agreed to, which will give him a better idea of what all he needs to do to complete the project.

Ivie reported that there was some vandalism on one of the restroom doors, which the maintenance crew removed; but in the process, the paint was damaged on the door. It will likely need to be repainted.

Emsweller reiterated his statement from last month's board meeting that the board needs to develop a memorandum of understanding (MOU) between the board and the Town of Amo regarding use of the well. **Emsweller moved that Harrington draft an MOU with the Town of Amo regarding the use of the well, use of the property surrounding the well, egress in the area, and cleaning of the restrooms; seconded by Hayden; the motion passed unanimously.** Miner instructed Weber to get on the Town of Amo's Town Council meeting agenda in August to present said MOU to them.

Miner advised that an auto body shop in Amo is using the Vandalia Trail parking lot for their business. Hayden suggested that the Park Board send a non-accusatory letter to the shop, reminding them that the area is for Vandalia Trail users. Emsweller suggested that Harrington write this letter. Miner instructed Weber to let Harrington know what issues need to be addressed in the letter, have Harrington draft the letter, and then the board will review the letter at their August 1 meeting.

Weber informed the board that the secondary repairs on the trail are mostly done, and while they're not perfect, they're tolerable. He advised against pushing for more repairs from Beaty Construction because the only option left is to repave the entire trail, which isn't a reasonable request.

Weber advised that Butler Fairman & Seufert (BFS) has requested an initial appraisal of Buck Arnold's property in consideration of the board purchasing the land and expanding the Vandalia Trail eastward. The appraiser met with Mr. Arnold and looked at the property, but the appraisal report has not yet been submitted. The appraiser has about 45 days left to complete the report. The appraiser sent an email to Weber that made some suggestions for how to structure an agreement with Mr. Arnold that would involve tax credits and other factors.

C-2. McCloud Nature Park Update

Ivie referred the board to his Project Updates report regarding developments at McCloud Nature Park. Ivie has not heard anything back from the hardscape company in Greenwood that Shaffer had found, regarding a request for a bid on a fountain in the arboretum. Ivie informed the board that at this point, it's looking like a stone mason needs to build the fountain and a landscaping company needs to install the pump, and the two companies should probably work together in the design process. Ivie plans to hand his findings over to the Parks Foundation of Hendricks County (PFOHC) Board for them to take this project from here.

Ivie advised that Stritar is now in communication with Randy Crouse at BC Awards in Brownsburg about placards for the arboretum benches and plant identification signs in the arboretum, and she'll be taking that project over, moving forward.

Stritar informed the board that the arboretum benches are scheduled to ship during the week of July 18.

Ivie informed the board that Holtsclaw has come up with an idea for how the maintenance crew can replace the decking on the truss bridge that alleviates safety concerns, as well as the problem of closing the bridge to the public for an extended period of time. Holtsclaw is going to write his proposal, and then it will be submitted to Hendricks County Engineer John Ayers for his review. Once Ayers approves it, Ivie or Holtsclaw will present it to the Park Board for consideration.

C-3. W.S. Gibbs Memorial Park Update

Weber provided the board with three estimates from landscape architects for the design of Gibbs Park. Schmidt's total estimate was about \$35,000, MKSK's total estimate was about \$38,540, and the Hitchcock Design Group's estimate was \$48,000 plus "unspecified expenses." Weber reports that he's comfortable with any of the three firms.

Weber pointed out that Schmidt provided the least-detailed estimate, but they have the most in-house expertise, and they're the largest firm of the three. They also offered to take another \$8,000 off the price if they end up with the contract for the construction phases.

Weber said that MKSK was very eager and detailed, and they asked a lot of questions, but they're a very small firm, so they'd have to hire some outside contractors.

Weber reported that Hitchcock Design Group has been very helpful and communicative in this process, and he has been discussing the project with them for quite some time, but they have the smallest staff, so they'll have to hire the most outside contractors.

Hayden asked if Banning Engineering has any input on any of these companies. Weber stated that he hasn't asked Jeff Banning about it. Emsweller asked how these companies were selected, and Weber advised that they were on a list provided to him by PROS Consulting, and after doing some research of his own, Weber was most impressed by these three companies. Emsweller asked why no Hendricks County designers, such as Banning Engineering, were asked for estimates. Miner expressed concern about Banning Engineering having a conflict of interest since Jeff Banning serves on the PFOHC Board. Emsweller replied that it would be Banning Engineering's responsibility to declare the conflict of interest, if there is one. Weber advised that he did not contact Banning Engineering because he didn't want to risk giving the impression of a conflict of interest.

Emsweller requested that an effort be made to research and reach out to Hendricks County landscape architects for estimates before any decision is made about any of these three companies. This matter was tabled until the August 1 board meeting to allow Weber time to do this.

Emsweller asked about the status of the archery range grant. Weber advised that the only thing he's waiting on to apply for that grant money is the cost estimate that would come from the schematic design process. Weber stated that it's a 75/25 funding arrangement, using federal grant money that is administered by the Indiana Department of Natural Resources (DNR). In Weber's last conversation with Bob Bronson from DNR, Bob suggested upping the requested amount from \$250,000 because that amount wouldn't be enough for a showcase-type of archery range.

Miner advised that he's still working on requesting grant money for removal of invasive non-native plants at Gibbs Park. Ivie will take photos of the invasive plants at Gibbs soon for Miner's grant proposal.

Miner reported that an informal appraisal of the additional 20 acres on which John and Lydia Gibbs reside next to the Gibbs Park property was completed, and he presented those results to the Park Board. Weber advised that this was just a drive-by appraisal to give the Park Board a general idea of what the property is worth, and that to do anything official, it would require two full appraisals.

Weber informed the board of a request by a neighbor of Gibbs Park, Ted Freeman, to resolve a drainage issue on his property by using some of the Gibbs Park property. Emsweller asked if the Town of Avon has approved this. Hayden doesn't see how a legal easement can be done, and he expressed doubt that the Town would allow a "gentleman's agreement," which appears to be the only way to get this drainage issue resolved the way Mr. Freeman is requesting. Emsweller has no problem with Mr. Freeman's request if the Town allows it. Miner instructed Weber to contact the Town of Avon and see if this type of arrangement would be allowed.

Ivie informed the board that the maintenance crew has completed the boundary fence on the northwest side of Gibbs Park that was discussed at the May 23 board meeting.

C-4. Sodalís Nature Park Update

Weber advised the board that he has not heard any update from Harrington about any further discussion or talk of numbers, regarding negotiations with the Town of Plainfield over Sodalís Nature Park since the Town made their offer. Miner said that Todd McCormack thought it was a low offer, Miner thinks it's a low offer, and Weber thinks it's a low offer.

After much discussion, **Emsweller moved that the Park Board respond to the Town of Plainfield's offer for Sodalis Nature Park with a counter-offer that the Town purchase the remaining 20 acres on which John and Lydia Gibbs currently live, including the house and structures, on behalf of Hendricks County Parks & Recreation. HCP&R would own the 20 acres; the Town would simply finance the purchase. Harrington is to write the counter-offer. Freije seconded the motion; the motion passed unanimously.**

D. NEW BUSINESS

D-1. CECON Supplemental Agreement

Weber presented a supplemental agreement from CECON for additional expenses relating to the Vandalia Trail project. CECON estimates that there is about \$20,000 worth of work remaining, and Weber advised that there is a little over \$2,000 left in the grant to pay CECON, leaving \$18,800. **Freije moved to accept the supplemental contract for expenses not to exceed \$18,800; seconded by Hayden; the motion passed unanimously.**

D-2. Gibbs Proposals

The proposals for the design of W.S. Gibbs Memorial Park were discussed under section C-3.

E. REPORTS

E-1. Superintendent Report

Weber submitted a written Superintendent Report prior to the board meeting. The board had no further questions beyond what had already been discussed.

E-2. Committee Reports

Miner said that he has heard back from 11 local county parks departments, and none of them has any type of bylaws. He said that Harrington feels that if the board did have bylaws, it would be a good vehicle in which to place binding resolutions. Harrington has asked for a copy of a legal opinion that was recently issued by Barnes & Thornburg, but he hasn't received it yet.

Freije said that he's phasing out of leading the Youth Advisory Board (YAB), and that Weber is going to take over, but youth interest in the YAB is waning. Freije feels like the YAB should be rebuilt from scratch.

Weber met with Eric Hessel at the Hendricks County Community Foundation about the YAB, and Hessel gave him a lot of good ideas about how to handle the YAB in the future. Weber would like to establish a standard curriculum for the year that would serve as a template for future years. It would also allow one Park Board member to take one or two YAB meetings throughout the year, alleviating the strain on one board member. Hessel gave Weber some names of organizations that could help develop the curriculum.

Emsweller said that he thinks the YAB has worked best when an outside volunteer has run the program because they have the passion for the program and the kids, and they take ownership of it. He's concerned that having a different leader each meeting would take away any sense of continuity of the

YAB. Freije added that the kids like to do community service, not just sit at meetings. Stritar will take some time to consider being that volunteer who runs the YAB.

E-3. Foundation Report

Stritar advised that the PFOHC will be doing the Fall Colors Run again, ahead of the Fall Colors Festival on Oct. 20, 2018. They'll be doing a one-mile and 5K, eliminating the 10K.

Eric Hessel came to speak to the PFOHC at their last board meeting and discussed the three funds that are available to the parks through the Hendricks County Community Foundation, how the disbursement of those funds works, and who makes decisions on each fund's disbursements.

HCP&R makes the decisions on the HCP&R Endowment fund, the PFOHC makes the decisions on the Gibbs Fund, and the Park Board makes the decisions on the Harlos Fund. Emsweller stated that the history and the reasoning behind these set-ups are cloudy, and he suggested that the PFOHC make the decisions on all three funds, with input from the Park Board. This can be resolved with an MOU between the PFOHC Board, the Park Board, and HCP&R. Stritar will work with Hessel to draw up an MOU.

ADJOURNMENT

The meeting adjourned at 4:19 p.m.

Respectfully submitted,

William O. Harrington, Secretary