

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

Wednesday, Sept. 5, 2018  
2:00pm

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

**CALL TO ORDER**

The meeting was called to order at 2:00 p.m.

**Board Present:** Paul Miner, President  
Matt Freije, Vice President  
Bill Harrington, Secretary  
Gary Emsweller  
Mike Hayden  
Doug Moon

**Board Absent:** Beth Switzer

**Staff Present:** Eric Ivie, Interim Superintendent  
Jim Holtsclaw, Park Manager  
Sarah Wolf, Park Naturalist

**Guests:** Ray Benson  
John Brand, Butler Fairman & Seufert (BFS)  
Meghan Stritar, Parks Foundation of Hendricks County  
Scott West, Edwards-Rigdon Construction Company, Inc.

**A. CALENDAR**

A-1. Agenda

**Emsweller moved to adopt the agenda with the addition of C-5. Memorandum of Understanding from Parks Foundation of Hendricks County; seconded by Freije; motion passed unanimously.**

A-2. Approval of Minutes of July 11, 2018, Meeting

**Harrington moved to approve the minutes; seconded by Freije; motion passed unanimously.**

A-3. Budget Report

Ivie provided the Board with an updated budget report and advised that there are no issues with the 2018 budget. Miner pointed out that Fund 1178 for land acquisition has \$824,799.70 in it. Harrington asked if the budget report that Ivie creates each month is reconciled by the County Auditor or anyone else. Ivie stated that he verifies the balances of each line item of the budget through the online financial system that is maintained by the Auditor's Office.

## **B. PUBLIC HEARINGS/PRESENTATIONS**

### **B-1. Butler Fairman & Seufert Presentation on Vandalia Trail**

John Brand from BFS presented the suggested drainage plan for the Vandalia Trail surrounding the treatment facility to the east of Coatesville, including the proposal of a cost-share plan between HCP&R and BFS. Brand estimates that the project will cost somewhere in the neighborhood of \$140,000. If the drainage area had been correctly identified from the start, Brand says that this would have been the plan that would have been discussed at the time, and then HCP&R would have had to pay for the entire project. Instead, Brand is suggesting a 50-50 split on costs. The plan also takes care of some pre-existing drainage issues in the area that aren't a result of the construction project.

Brand also discussed the pending claim by Beaty Construction that has been filed with the Indiana Department of Transportation (INDOT) regarding damages to their worksite after BFS incorrectly estimated the drainage area and heavy storms came through. Beaty's claim is for about \$109,000. BFS has offered about \$40,000 through their errors and omissions insurance as a settlement, and Beaty had until the end of the day on Aug. 31 to respond, but no one has heard anything from them yet. If they do accept the offer, HCP&R has to make the payment and then BFS will immediately reimburse HCP&R.

Brand is looking for the Park Board's feedback on the plan and agreement on the cost-share plan. Brand answered several questions by various Park Board members.

Ivie advised the Park Board that County Engineer John Ayers is okay with the drainage plan, but Ivie hasn't heard back from County Surveyor Dave Gaston yet. Ivie will follow up with Gaston on the plan and to see if this project needs to go in front of the County Drainage Board, which Ivie suspects is the case.

**Harrington moved to adopt the drainage plan presented by BFS, contingent on the written approval of Ayers and Gaston, and that the Hendricks County Commissioners be shown the plan, too; seconded by Freije; motion passed unanimously.**

The Park Board will discuss the idea of a cost-share on the project in their Executive Session after the regular meeting.

### **B-2. Public Comments**

There were no public comments.

## **C. CONTINUING BUSINESS**

### **C-1. W.S. Gibbs Memorial Park Update**

Ivie reported that he and Holtsclaw spent the better portion of an afternoon recently gathering all the documents they could find about Gibbs Park in preparation for writing a Request for Proposal (RFP) for the schematic design of the park. Ivie then utilized the RFP for the Gibbs Master Plan that was written several years ago by former superintendent William Roche as a model for the current RFP. Ivie submitted the rough draft to Miner, Harrington, and Freije, and Miner had a few edits. Ivie then submitted the edited rough draft to Jeff Banning of Banning Engineering for his review. Banning would like to meet with Ivie in the near future to discuss it.

### C-2. Vandalia Trail Update

Miner reported that HCP&R has received the appraisal for Buck Arnold's property (68 acres) in the amount of about \$525,000. BFS wants to know if the Park Board is willing to proceed. Miner stated that "if Eric's budget paperwork is correct," the Park Board has more than enough in Fund 1178 to acquire the property. He'd also like to construct a linear park on the property, in addition to an extension of the Vandalia Trail.

Harrington brought up the point that the County Commissioners have recently expressed the opinion that HCP&R should develop the land that we already have before we acquire more property, and he thinks that the Park Board should discuss this idea with the Commissioners and County Council before moving forward.

Freije asked if the Park Board is supposed to get a second appraisal and then average the two. He thought that this was a standard policy. Miner said that he doesn't think the Board has to do that. Hayden expressed a desire to get a second appraisal anyway; Harrington concurred.

The Board came to a consensus that they'd like to open a dialogue with the County Commissioners and County Council about this acquisition.

Miner advised that the Town of Clayton would like to link the Vandalia Trail with Lambert Park, which is already equipped with restrooms and a nice pavilion, so it could serve as a trailhead. Dan Slattery, the Town Administrator, likes the idea, and he suggested that someone from the Park Board go to a planning meeting with the Town Council on Sept. 13 to present the idea and to see if they want to help the Board develop the trail west from Clayton to Amo.

Ivie reported that he and Holtsclaw attended the pre-final inspection of the Vandalia Trail restrooms recently, and the representative from the restroom manufacturer, CXT, said that they're going to take care of most of the problems. They are going to send a warranty crew in about 2-3 weeks. Beaty Construction also has a few other repairs to make, but Ivie is still targeting the middle of September to open the restrooms.

### C-3. McCloud Nature Park Update

Ivie advised that the maintenance crew is planning to rebuild a foot bridge that was destroyed by the large fallen limb during a storm a few weeks ago. Holtsclaw reported that the utility poles that were used as beams are still close enough to being level (within two degrees), that his plan is simply to replace the decking and hand rails.

Ivie also reported that the Parks Foundation of Hendricks County (PFOHC) authorized the maintenance crew to spend up to \$5,000 in additional trees in the arboretum at McCloud. The PFOHC wants 15-gallon trees planted. Holtsclaw and Park Maintenance Tech Nathan Shaffer have done a species-specific inventory of which trees have been eaten by deer and otherwise failed to thrive, so they know the quantity of each species to order.

The McCloud Honeybee Fest had to be cancelled on Aug. 25 due to dangerous thunderstorms that came through that day.

Holtsclaw mowed the grasshopper-themed McCloud Prairie Maze that was designed by naturalist Jordan Tremper, and it opened to the public on Sept. 1. It will remain open daily through Oct. 31.

C-4. Sodalís Nature Park Update

Harrington discussed the current status of negotiations with the Town of Plainfield regarding Sodalís Nature Park. After some discussion, the Park Board came to a consensus that any money received from the Town of Plainfield would be used for improvements on the existing property at W.S. Gibbs Memorial Park, rather than for acquisition of an additional 20 acres adjacent to the Gibbs Park property. Harrington will continue with negotiations.

C-5. MOU from PFOHC

Emsweller presented a proposed MOU between the PFOHC Board and the Park Board regarding the process for making decisions on how and when to use the funds that are overseen by the Hendricks County Community Foundation.

Harrington suggested that the Park Board read over the proposed MOU, absorb it, and put the topic on the agenda for further discussion at the Oct. 3 Park Board meeting.

**D. NEW BUSINESS**

D-1. Plan for Redecking McCloud Truss Bridge

Holtsclaw presented a plan to replace the decking on the truss bridge at McCloud, which the maintenance crew can complete over the fall and winter months, beginning in about mid-November. He estimates that the lifespan of this decking option is about 30 years. The current decking has been on for 9 years. Holtsclaw plans to inventory the current decking boards and then reuse the wood on boardwalks and other projects at our parks.

Holtsclaw’s plan has been reviewed and approved by County Engineer John Ayers.

To contract this project out, it would cost at least \$100,000. Holtsclaw estimates that by doing it in-house, it will cost about \$18,000. Hayden suggested using the Harlos Fund for this project. Ivie advised that HCP&R has money available in the Food & Beverage budget lines for anything that isn’t covered by the Harlos Fund.

**Harrington moved to request use of the spendable amount of the Harlos Fund for the decking project on the truss bridge; seconded by Freije; motion passed unanimously.**

D-2. Superintendent Search

Miner reported that he met with Erin Hughes in Human Resources and had her post the job description for Parks Superintendent on the county website and on the Indiana Parks & Recreation Association’s website. Hughes also sent the job description to a few local colleges. Ivie posted it on the National Recreation & Parks Association website. Harrington advised that they have received eight or nine applications so far. Miner stated that the Executive Committee will meet later to try to pare down the applicants into a manageable group of interviews.

**E. REPORTS**

**E-1. Superintendent Report**

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

**E-2. Youth Advisory Board Report**

Freije reported that the Youth Advisory Board is on hiatus for the year.

**E-3. Committee Reports**

Harrington reported that County Attorney Greg Steuerwald provided him a proposed MOU between the Park Board and the County Commissioners. Harrington said that the MOU states that the Commissioners would like to be involved in overseeing the Park Board in matters relating to taxation, eminent domain, land purchase, personnel, and compliance with Hendricks County policies by way of consultation. The Commissioners’ discussion of modifying or repealing the county ordinance that created the Park Board will be tabled indefinitely. The MOU will be in effect for a year and renewable annually by agreement.

Harrington will let Steuerwald know that the Park Board will review the MOU and vote on it at the Oct. 3 Park Board meeting.

Benson asked if the Commissioners are requesting to be a part of the hiring process for the new Parks Superintendent. Harrington stated that he will find an answer to that question.

**E-4. Parks Foundation of Hendricks County Report**

Stritar reported that the PFOHC is working with the Hendricks County Photography Club to take family photos at McCloud Nature Park on Oct. 13.

She reminded the Board that the PFOHC will be doing the Fall Colors Run again, ahead of the Fall Colors Festival on Oct. 20. There are about 20 people registered so far.

The PFOHC is beginning to research the possibility of being a funding source for all of the parks departments in the county, discussing the idea with parks superintendents and with the Hendricks County Community Foundation. Stritar estimates that this assessment process will take about 6-12 months. Miner suggested that the Park Board request to meet with the PFOHC Board to discuss this idea further.

**ADJOURNMENT**

**The meeting adjourned at 4:00 p.m.**

Respectfully submitted,

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William O. Harrington, Secretary