

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

Wednesday, June 6, 2018
2:00pm

Hendricks County 4-H Fairgrounds & Conference Center
1900 East Main Street
Danville, IN 46122

CALL TO ORDER

The meeting was called to order at 2:05 p.m.

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

Staff Present: Eric Ivie, Assistant Superintendent
Linda Brunner, Administrative Assistant
Jim Holtsclaw, Park Manager
Sarah Wolf, Park Naturalist

Guests: Meghan Stritar, Parks Foundation of Hendricks County

A. CALENDAR

A-1. Agenda

Miner requested the agenda be revised to begin the meeting with a report from Bill Harrington on his recent meeting with elected officials. _____ moved to adopt the revised agenda; seconded by _____, the motion passed unanimously.

A-2. Harrington Report

Harrington reported that he had met on May 28th with Matt Whetstone, Eric Wathen, Larry Hesson, Mike Rogers, Todd McCormack, and Greg Steuerwald. He said that the Commissioners had hired Barnes & Thornburg to give them an opinion on what options they have with Hendricks County Parks, which they have done. Harrington requested, but has not yet received, the opinion letter. The discussion moved on to the commissioners' desire to request the council repeal the ordinance that created this park board and Hendricks County Parks & Recreation. Harrington reported he expressed to Whetstone that he believed the Park Board wants to cooperate and work through whatever challenges there are, as opposed to creating any potential conflict. He said that it is his understanding that the Council and Commissioners are going to set up some kind of joint workshop, to discuss a proposal reflecting what they think should happen with the organization of the parks department and how they would hope to accomplish it. Harrington said he assumes it would involve an ordinance to be signed by the Council (since the parks and recreation statute clearly states that it is to be signed by the fiscal body and not the executive) and then get back to the Park Board. There was discussion about which powers they're concerned about, and reminded them 3 of

the 7 appointees on the park board are appointed by elected officials, so they already have some control, in addition to the council controlling the budget.

Harrington stated he's hoping one of the things the board can talk about at its workshop next Friday is just to come up with an approach that makes sense. Whether it's good, bad or indifferent, it's an opportunity, and the question is whether it's an opportunity to turn it into something positive.

Miner asked Harrington, being a former board member having gone away and come back, if he had any observations he could offer to the Board about how it operates now. Harrington noted this is a very hybrid structure in that no other department in county government has a board that's involved in operating it. In the midst of its growing pains, if the board is going to persuade the county that we can make the existing structure work, we have to think very carefully about who's on the board, who has time to be on the board, and who could make serving on this board a part of their job, because that's what it will take to make the board work perfectly. There were questions about how other counties do it, like Hamilton County, and it was decided to reach out to Al Patterson for discussion.

A-3. Approval of Minutes

Miner asked if there were any changes or corrections to the minutes from the April 4, 2018 regular meeting. None being presented, **Hayden moved to approve the minutes as written. Seconded by Emsweller, the motion passed.**

Following the same procedure for the minutes of the April 11, 2018 special meeting, **Emsweller moved to approve the minutes as written; seconded by Hayden, the motion passed.**

Following the same procedure for the minutes of the May 23, 2018 regular meeting, **Emsweller moved to approve the minutes as written; seconded by Freije, the motion passed.**

A-4. Review Current Budget Status

Ivie distributed an updated Budget Status spreadsheet with new numbers from the Auditor's office. Ivie stated he needs to add nonreverting fund balances. Hayden requested the updated spreadsheet be shared with board members by email. Ivie distributed a second sheet showing a breakdown of funds that are planned or contracted for the remainder of 2018, and what is expected to be spent, with the exception of salaries, office supplies, that sort of thing. He said that he keeps Holtsclaw and Wolf updated on their budget line balances on a regular basis so they can plan accordingly.

Miner asked about the process for reviewing dividends from endowment accounts and Brunner reported that Stritar had been working with the Community Foundation to get a handle on those endowment accounts. She provided a history of activity with the dividends for the past 3 years. Hayden stated he thought it was the Board's place to analyze and decide if it wants to draw down or reinvest the dividends. Stritar added that she's working with the HCCF to get clarification of which entity each fund is supposed to be going to, because although both boards work together, it may be different for each fund. She invited Eric Hessel from the HCCF to speak to the PFOHC's next meeting, but that has not yet been confirmed. Emsweller

reminded the board that some confusion may lie in the fact that before the park foundation was formed, the park board created the community foundation accounts, so technically it could be said those began as park board accounts, and then once the foundation was formed everything went through the foundation, so it's important to clarify and make a decision for the future. Following discussion of the endowment accounts, Hayden summarized that the appropriate board needs to determine how the funds are handled, so it is important to clarify which board is responsible for which account.

Ivie concluded that the department is well within budget and he feels there are no alarming line items in the budget and the department is in good shape.

B. PUBLIC HEARINGS/PRESENTATIONS

B-1. Public Comments

There were no public comments.

C. CONTINUING BUSINESS

C-1. Vandalia Trail Update

Ivie reported that he had sent out some notes to the board in recent days about the Vandalia Trail. He reiterated that the June 13 date for the IDEM permits to be issued for the wells to be drilled for the restrooms on the trail is still valid. Jim has contact information for the well-driller, so as soon as confirmation is received that the permits are issued, we will get on their schedule as quickly as possible. The board discussed the process for determining the placement of the well, the fact that IDEM will have it on their records, and the possibility of the Town of Amo tying into it for a future playground water feature or fountain. Emsweller brought up the question of whether we should have a Memorandum of Understanding with the Town of Amo for longevity, and there was discussion of the permission process, and Hayden reinforced Emsweller's suggestion and advised that while we have permission up front, we need permanent permission such as an ingress/egress on a piece of property. There was discussion of the deadlines for completion of the project, and Holtsclaw related all the tasks he would need to finish, including running electrical, finishing plumbing, adding filtration, to name a few. Now that the determination has been made that the toilets were damaged during transport, there needs to be pressure on the contractor to get them fixed. Holtsclaw reiterated that this is between the contractor and INDOT because it is an INDOT contract. Switzer questioned how the County would handle a situation like this in one of their projects. Ivie said he would contact Brad Thompson at INDOT to determine how pressure could be applied. Miner suggested contacting CECON, the construction inspector, and to determine what conversations Weber may have already had in this regard. Harrington pointed out that it is probably a full-time job to manage the oversight of a project of the complexity of the VT, and Holtsclaw said that CECON has done a good job of managing the project, but there are just a lot of little problems that have cropped up. He also said that INDOT's focus is on building roads and they don't have anyone on staff that handles 10-foot restrooms.

There was discussion of elected officials' frustration with the trail and the flooding problems, and Holtsclaw reminded the Board that we do have engineers working on the problems, and it's not that we're not doing anything, but it does take time. Ivie stated he'll contact CECON and will address

Switzer's concern, and Holtsclaw offered to make that call. Miner requested Ivie check with Weber first and Holtsclaw said they had a meeting recently and may have discussed that. The board then discussed alternatives to waiting for the contractor to fix the problems, such as the Foundation stepping up to replace the toilets, or placing port-o-lets in the vicinity of the restrooms. Moon relayed the frustration of having gone through this recently with the remodel of his store. Holtsclaw said that the contractor does have deadlines, and CECON has recently sent out a punch list of what needs to be done before we sign off on the restrooms. The board concluded that any work needed to fix the restrooms needed to be done by the contractor. Hayden asked for an update so the board can make any decisions that need to be made in that regard, and Ivie said he would send an email. Miner concluded the Vandalia Trail discussion by reading comments about recent trail users' experiences and reiterated that there's a lot of good being said about the trail. Ivie concluded by saying he didn't have any knowledge about the construction repairs, and the Board discussed the poor quality of the paving and repairs, and Miner referred the Board to Weber's recent report for the status.

Miner reported BFS is working on appraisals on the east leg of the trail, which will take several more weeks.

C-2. McCloud Nature Park Update

Ivie stated that he, Emsweller, Holtsclaw & Stritar had been working on the arboretum since the last meeting. Stritar has an estimate of funds available from the foundation for the fountain, which she's not at liberty to discuss before running it past the PFOHC board, but she did share the amount with Ivie and Holtsclaw. Holtsclaw thinks the fountain can be completed for that amount. There was discussion about having the work done by the original stone mason or a fountain builder, working from Emsweller's recently drawn diagram, and Moon recommended Stone Edge Fountains, a company that makes nature-themed fountains for parks.

Ivie reported the interpretive signs are scheduled to be delivered to McCloud the week of June 18th. Jim and crew will get those put up immediately. Ivie also reported on the donation from Tri-West service club, which will cover nearly 3 park benches. Stritar will order them, and Ivie is researching the placards to be placed on them acknowledging Tri-West Service Club.

Ivie reported on an incident at McCloud over the past weekend when a 4-year-old girl stepped in a gap on the decking boards on the bridge and sustained minor injuries. Thanks to a quick response from naturalist Jordan Tremper, Ivie and Holtsclaw were immediately notified and the child's mother was contacted and repairs to patch-up the decking were begun on Monday. Ivie assessed the condition of the bridge – some boards warped and damaged – and stated the need for a long-term solution. Several options were discussed and Ivie said he had already contacted John Ayers, county engineer, who is going to come out to look at the bridge June 18th. Miner suggested also contacting the original contractor. There was discussion of the maintenance crew having moved the boards around several times over the years, and Holtsclaw described the construction and how it was originally done. There was discussion of risk-management signage warning of the danger and Holtsclaw agreed that might work. Ivie will provide the board with additional information after he and Holtsclaw meet with Ayers.

C-3. Town of Plainfield/Sodalie Nature Park Update

Miner advised that Weber had spoken with Andrew Klinger who stated Plainfield had gotten delayed due to the recent death of former town manager Rich Carlucci. Miner has attempted to make contact with Klinger, but has not heard back. He reminded the board that Plainfield had pledged to get back to us with a proposal by the date of this board meeting. Harrington reported that we're doing our best as stewards of county funds to get some of our investment back, but speculation at this point would not be useful. In the interim, we have programs continuing into the fall, and Ivie advised he has requested that all fall programs have a registration requirement so we'll have a better handle on whether we have the attendance to justify sending a naturalist and avoid the cost of our naturalists traveling for no reason. The maintenance crew is currently just mowing and picking up trash. There was discussion of a timeframe for leaving, but Harrington pointed out that we're committed for the remainder of the year and drawing a line in the sand may not be beneficial to anyone, and there was discussion of the source of the current maintenance funds for Sodalis Park.

D. NEW BUSINESS

D-1. Gibbs Neighbor Request

Brunner reported that there has been a request from one of the Gibbs neighbors to run a drain along the edge of their property that abuts the park, but that is the extent of her knowledge. Following speculation by board members of what he might be asking for, Brunner advised that Weber had spoken with him and would be better able to explain it to them and answer their questions.

Harrington suggested that it would be prudent to discuss the matter with the town of Avon, and Emsweller recommended talking to Ryan Cannon, Jodie Dickey or Mike Tulli.

Ivie said he had received the information he needed from Jeff Banning that day to apply for a permit that Jim discovered we needed to build the fence. Hayden stated that we've effectively done what we need in addressing our concern and the neighbor is no longer mowing park property, so while we do need to build the fence, there's no urgency.

Emsweller stated that Weber had reported that he was working with a landscape architect to do the construction plan, and that his question is, do we know what the town of Avon expects in that construction plan so we can educate the landscape architect to meet the requirements of the town of Avon? He said he'd be happy to reach out and get that question answered. Miner suggested waiting until Weber returns so we don't duplicate effort. Harrington suggested that we make sure the landscape architect has a copy of the zoning ordinance. It was agreed that someone needs to sit down with Jodie Dickey to coordinate expectations very soon. Emsweller said if more board involvement is needed, he'll get involved.

D-2. Budget Process Update

Ivie reported that he, Miner, Harrington, Switzer, and Brunner had met before the meeting to discuss the 2019 Budget Request. In a nutshell, he stated the request follows the 2018 request, except for a plan to request that Nathan Shaffer's and Ivie's salaries be moved from the Innkeepers Fund to the County General Fund because of concerns that the Indiana Code that establishes the Innkeepers fees states those fees are not supposed to be used to pay for salaries. He said it's pretty specific that it is to be used for promotion of the county, or development of county parks. Harrington advised that there should be some outreach to the SBA or Nancy Marsh in the auditor's office to determine whether or not it is proper. There was discussion of the reason that was initially structured in this

manner. Ivie said he would research it and then clean up the budget document he had planned to distribute and the board could vote on the final request. He added that we're going to ask that the council allow us to retain a 2008 truck currently in use by program staff, rather than giving it back to the county to be auctioned off. There was discussion of the mechanics of adding the truck. Since the budget request draft had already been reviewed by all board members, Harrington suggested it be approved subject to each board member's approval of the revised draft with Ivie's edits. Hayden added that the email transmitting the revised budget should instruct members to reply if they have a correction.

Harrington moved that the proposed 2019 budget request previously distributed by Ivie be approved, with the edits discussed by Ivie today incorporated as stated, subject to each of the board members reviewing and approving the final version; seconded by Moon, the motion passed unanimously.

E. REPORTS

E-1. Superintendent Report

There was no superintendent report since Weber was on bereavement leave.

E-2. Foundation Report

Emsweller reported, since Stritar had left the meeting for the Summer Fun Run, that Loren Delp had resigned his position on the Foundation Board, since he will be the County Prosecutor beginning in January, and that the Foundation had made a donation to the Wounded Warrior Project in memory of Weber's brother. Hayden reported that Geans was no longer the Treasurer of the PFOHC, but that there had been no discussion of him not remaining on the board.

Harrington asked that the minutes reflect that Superintendent Weber lost his brother and that the Board offers its genuine condolences.

Ivie reported that the cleaning, sanitation, and inspection of the HCP&R office at the old fairgrounds was done, and that staff would be moving back to that office, likely on Monday. New carpet will be installed after the move, probably sometime in July.

Harrington reported that he just received an email from McCormack stating that it was his understanding that Plainfield wanted to make sure that whatever proposal they're going to make was approved in their budget hearings before they make the proposal. Harrington asked if McCormack knew when the budget hearings are scheduled, but he's on vacation and hasn't responded yet, so that might explain the delay.

Miner asked board members to give some thought to Harrington's report, and be prepared talk about it when the board meets again on the 15th at 1:00.

ADJOURNMENT

Respectfully submitted,

William O. Harrington, Secretary