



Park Board Meeting Minutes

Wednesday, November 4, 2020

2:00pm

1900 E. Main Street

Danville, IN 46122

CALL TO ORDER

The meeting was called to order at 2:01pm.

Board Present: Matt Freije, Secretary
Brad Eisenhart, Vice President
Gary Emsweller
Paul Miner
Jeff Pell
Bill DuMond

Board Absent: Mike Hayden, President

Staff Present: Ryan Lemley, Superintendent
Jim Holtsclaw, Park Manager
Robin Wambach, Administrative Assistant

Staff Absent: Eric Ivie, Assistant Superintendent

A.CALENDAR

A-1. Adopt Agenda

Pell moved to adopt the agenda; seconded by DuMond; motion passed unanimously.

A-2. Approval of Minutes from October 7, 2020, Park Board Meeting

Emsweller moved to approve the minutes; seconded by Miner; motion passed unanimously.

A. PUBLIC HEARINGS / PRESENTATIONS

B-1. Public Comments

None.

NEW BUSINESS

C.1 Kubota RTV-X900 – Title & Resolution

Lemley presented to the Park Board that he reached out to Greg Steuerwald (Attorney) on how to proceed with the title work for the new Kubota. Per Greg, the title work should be in the full name of the Park Board and the Park Board President should have the authority to act on behalf of the entire Board without a special resolution. The Park Board has agreed to allow Lemley to officially act on behalf of the Park Board to sign all necessary title work to be filed with the BMV.

Miner moves to approve Lemley to sign all necessary title paperwork, Emsweller seconds; motion passes unanimously.

C-2. McCloud Nature Park – 2021 Arboretum Enhancement Contract with Cardno

Lemley is requesting Park Board approval to enter an arboretum enhancement contract (\$5,430) with Cardno for 2021.

Miner moves to approve the 2021 Arboretum Enhancement Contract with Cardno, Pell seconds; motion passes unanimously.

C-3. McCloud Nature Park – 2021 Prescribed Burn (Prairie) Contract with Turner Forestry

Lemley is requesting Park Board approval to enter a prescribed burn contract (\$3,750) with Turner Forestry for Spring 2021.

Miner moves to approve the 2021 prescribed burn contract with Turner Forestry, Freije seconds; motion passes unanimously.

C-4. Vandalia Trail – Agreement with Brian Stephenson for Removal of Dead Trees

Lemley is requesting Park Board approval to enter an agreement with Brian Stephenson for the removal of dead (marked) trees along the Vandalia Trail. The no-charge agreement will resume on November 5th, expiring on April 1st, 2021. Per the agreement, a \$1,000,000 liability insurance policy will be required to be on file prior to Brian and crew beginning work.

Freije moves to approve Brian Stephenson and crew for removal of dead trees along the Vandalia Trail, Miner seconds; motion passes unanimously.

C-5. W.S. Gibbs Memorial park – Entrance Sign Proposal

Lemley is requesting Park Board approval for the entrance sign for W.S. Gibbs Memorial Park (\$10,746) with Freeman Signs located in Avon. The park entrance sign will reflect in the 2021 budget.

Pell moves to approve the W.S. Gibbs Memorial Park entrance sign, Freije seconds; motion passes unanimously.

D. UNFINISHED BUSINESS

D-1. William “Bill” & Olga Walton – Update on Converting Private Land into Public Land

Lemley met with William “Bill” & Olga Walton regarding last month’s Park Board meeting to clear up any additional questions that they may have had regarding their potential donation of their land/residence. If Bill & Olga select to re-visit this topic, Lemley highly recommended the Walton’s seek legal representation, along with providing the Park Board a solid proposal determining what portions of the land would they consider donating and what part of the land they would want to sell and all costs involved.

D-2. 5–Year Comprehensive Master Plan – Update

Lemley reported that Ivie continues progress on the 2021-2025 Comprehensive Master Plan (CMP). The paper surveys mailed were better received as opposed to the electronic version. The total response received (21%) with 563 useable responses. Lemley and Ivie will determine a date and time for the public input meeting for December.

PROPERTY UPDATES

E-1. McCloud Nature Park

Lemley highlighted a significant decrease in attendance during our altered Fall Colors Festival hosted on Saturday, October 17th due to COVID-19.

Lemley highlighted that our ACORN (Active Council on Recreation Needs) teen program held their first meeting on Saturday, October 10th. Ten high school students are registered for this teen program.

Miner requested adding new signage for McCloud Nature Park on Hwy 36. Robin Wambach will research information.

Lemley highlighted that the TRAFx counter documented 4,280 vehicles for October.

E-2. Vandalia Trail

Lemley reported that both seasonal restrooms along the Vandalia Trail (Coatesville & Amo) were closed and winterized for the season.

Lemley reported that he has spoken to Jerry Decker (Coatesville Town Manager) regarding the ongoing minor vandalism within the Coatesville restroom. Jerry is seeking legal guidance on how to hold parents accountable for their children’s actions.

Miner requested removal of the bush honeysuckle along the perimeter of the Vandalia Trail. Miner will be reaching out to a volunteer group Hendricks County Cooperative Invasive Species Management Area (CISMA) to see if they can assist with the removal.

Lemley advised that Ryan Buckley from Beam, Longest & Neff (BLN) has been in contact with Bob Breneman regarding the eastern expansion of the Vandalia Trail. Bob remains opposed to the trail going in on his land. Buckley reiterated that the Park Board is willing to install a concrete apron within the related perpetual easement to properly maintain his farm-land access. Buckley will be following up with Bob after harvest season is over to review all the details.

Miner has requested Lemley contact Ryan Buckley to initiate the purchasing process with remaining landowners for additional parcels necessary for eastern expansion of the Vandalia Trail.

Lemley highlighted that 2,321 patrons utilized the trail in October.

E-3. W.S. Gibbs Memorial Park

Lemley reported the following change orders and supplemental requests totaling \$70,529.00:

- Erosion Blanket \$23,724.00
- Storm Water Tile Installation (south of ponds) \$14,500.00
- Stone boat ramps into both ponds \$2,000.00
- Install Class 1, rip-rap and concrete for pond \$2,200.00
- Add for concrete weir wall changes \$1,775.00
- Addition of dry creek bed in the forebay swale \$21,750.00
- Roadway Striping and signs \$4,580.00

Lemley reported a current **savings** to our original contract of approximately \$115,000.00.

- Pond Liner \$59,000
- Sub-grade treatment for the roadway \$37,000
- Concrete curbs \$18,000

Lemley requested the Park Board consider increasing the Departments change order allotment - up to \$90,000.00 - to permit swift action and eliminate progress delays.

Miner moves to approve, Pell seconds; motion passes unanimously.

Lemley met with Corey DeBoom (DNR District 4 Fisheries Biologist). DNR has agreed to actively manage the fishery, along with enforcing daily bag limits. The largest portion of fish (fingerling sized) stocked will be large mouth-bass, bluegill, red-ear, and channel catfish. Corey agreed to stock the ponds in summer-fall of 2021.

Lemley reported the authorized purchase for the W.S. Gibbs Memorial Park Nature Playground. The Parks Foundation of Hendricks County is in the process of funding \$27,500 of the \$61,900 of the future park amenity purchase. The entire playground kit, including sub-grade drainage and safety surfacing will be constructed/installed by our maintenance team this winter.

E. Reports

F-1. Superintendent Report

Lemley reported that we purchased a CNC machine kit to create all future Department signage in-house. Signage for the disc golf course will be created through the new CNC machine.

Lemley reported that he spoke to John Parmley (NBG Commercial Lines Producer) and Lisa Zilm (Travelers Insurance) to answer a series of questions pertaining to the Parks

Department. Discussions were on the safety program and ways to help reduce potential losses. The received report highlighting the discussions from Travelers Insurance is they are satisfied with our proactive approach to our safety program but has requested we expand policies and procedures pertaining to youth programs. Lisa has requested that we address "Abuse or Molestation" policies. Lemley will forward our policy to Greg Steuerwald (Attorney) and Park Board for review prior to submitting the policy information to Lisa.

Lemley reported that we are working on the winter/spring edition of "The Explorer". Content has been emailed to our graphic designer, with final sign-off/approval scheduled for November 20th. Hard copies of the publication will be delivered on the week of December 8th.

F-2. Budget Report

Lemley and Ivie have continued to review and prioritize remaining high percentage budget lines. They have submitted a transfer request (\$2,785) within our Educational Conferences, along with an additional transfer request (\$2,500) from our Mileage budget. The financial transaction was deposited into the Repair & Maintenance account. Funding will be utilized to rehabilitate both tandem axle trailers, along with funding the rental of a mini excavator to complete sub-grade/drainage site preparation work for our Nature Playground at W.S. Gibbs Memorial Park. Lemley reiterates that our appropriated budget will be utilized to the best of our ability.

F-3. Parks Foundation of Hendricks County Report

Lemley reported that Ray and Mary Benson are working on a grant through the Central Indiana Community Foundation (\$2,669) to assist with development at W.S. Gibbs Memorial Park. The grant will be sent to the Parks Foundation.

ADJOURNMENT

The meeting adjourned at 3:44pm

The next Park Board Meeting will be held on December 2, 2020

Respectfully submitted,

Matt Freije, Secretary