



## Park Board Meeting Minutes

Wednesday, January 6, 2021

355 S. Washington Street

2:06pm

Danville, IN 46122

### **CALL TO ORDER**

The meeting was called to order at 2:06pm.

**Board Present:** Mike Hayden, President  
Brad Eisenhart, Vice President  
Matt Freije, Secretary  
Gary Emsweller  
Paul Miner  
Jeff Pell  
Bill DuMond (by phone)

**Staff Present:** Ryan Lemley, Superintendent  
Eric Ivie, Assistant Superintendent  
Jim Holtsclaw, Park Manager  
Robin Wambach, Administrative Assistant  
Sarah Wolf, Park Naturalist

### **A.CALENDAR**

#### **A-1. Adopt Agenda**

Miner moved to adopt the agenda; seconded by Eisenhart; motion passed unanimously.

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

DuMond requested some edits to the minutes regarding the Mill Cottage. Freije moved to approve the minutes with DuMond's edits; seconded by Emsweller; motion passed unanimously.

**B. PUBLIC HEARINGS / PRESENTATIONS**

B-1. Public Comments

None.

B-2. B&O Trail

DuMond shared that the B&O Trail Association Board of Directors and the Hendricks County Trail Development Board of Directors have recently developed a proposed resolution for developing and maintaining the B&O Trail by partnering with government entities. Eisenhart suggested the B&O committee provide a presentation to the Park Board at February's meeting. DuMond agreed to coordinate a brief (15 minute) presentation for our February meeting.

**C. NEW BUSINESS**

C.1 Park Board Officer Elections

Emsweller made a motion to keep all current board members in their same appointed positions for 2021; ***Miner seconded; motion passed unanimously.***

Mike Hayden as President, Brad Eisenhart as Vice President, and Matt Freije as Secretary.

C-2. W.S. Gibbs Memorial Park – Shelter House Presentation & Vendor Selection

Lemley conducted a PowerPoint presentation for the vendor selection of the two Shelter Houses at W.S. Gibbs Memorial Park. After Park Board review, the Park Board selected Natural Structures out of Baker City, Oregon.

2020 Pricing with Natural Structures:

- Pond "Bluegill" Shelter with shipping (24' x 44') - \$26,878
- Northern "Firefly" Shelter with shipping (20' x 36') - \$19,489
- Upgrade Standing Seam Roofing - \$2,000-\$3,000 extra per
- Gable End Fret Work - \$3,400 +

The Park Board requested the addition of standing seam metal roofing for both Shelter Houses. Additionally, a 6/12 roof pitch was requested for the smaller- Northwest- shelter house to maintain the theme throughout the property; the large- Pond- shelter will also house a 6/12 roof pitch. The Park Board declined the option of the Gable End Fret Work.

***Miner moved to approve the Shelter House Vendor, metal standing seam roofing, and 6/12 roof pitch; Freije seconds; motion passes unanimously.***

C-3. W.S. Gibbs Memorial Park – Donations (Benson & Freeman)

Lemley reported that we have received two generous donations. Per request, both donations will support ADA features at W.S. Gibbs Memorial Park. The Freeman family generously donated \$7,500 to aid in the development of ADA adult features, while the Benson family donated \$500 to fund an additional ADA playground feature for children.

Lemley also reported that we received a donation from the McCoy family in the amount of \$2,000 to be designated for McCloud Nature Park.

#### **D. UNFINISHED BUSINESS**

##### **D-1. Vandalia Trail – Agreement to Purchase Park Board Property (Aaron Montgomery)**

Lemley reported that Aaron Montgomery is still interested in purchasing the small vacant/unutilized lot along the Vandalia Trail within the Town of Coatesville. The vacant lot was previously donated to the Park Board. The Park Board reviewed the purchase agreement that was provided by Aaron. A motion was made by Eisenhart to revise the purchase agreement with additional terms and conditions; ***Miner second the motion.***

Lemley and DuMond will review together and provide Aaron an updated copy of the purchase agreement.

***\*\* Park Board voted 5-1 with Hayden (Park Board President) abstaining. Emsweller voted not in favor of selling the lot in hopes of future development.***

##### **D-2. Youth Protection Policy – Revisions & Discussion for Adoption**

Lemley reported that we received valuable input on the current draft of the Youth Protection Policy from Park Board member, DuMond. After a detailed discussion, the Park Board advised Lemley to re-visit this topic in our February meeting after he and DuMond work together to finalize all updates. Lemley will present the revised Youth Protection Policy to the Park Board for approval at February's meeting.

##### **D-3. 5-Year Comprehensive Master Plan – Revisions & Approval for Submission**

Ivie reported that he has obtained updates from Park Board member, DuMond, for the Comprehensive Master Plan and will complete those updates before the rough draft submission date of January 15, 2021.

***The Park Board, by consensus, instructed Ivie to submit the rough draft of the CMP to the Indiana DNR after DuMond's edits are made.***

#### **E. PROPERTY UPDATES**

##### **E-1. McCloud Nature Park**

Lemley reported that the entire Park staff completed their certification in CPR (December 2020).

Lemley reported that we have been approved through INDOT, new signage for McCloud Nature Park. The signage can take up to two months to be installed.

- Westbound U.S. 36 at C.R. 900E
- Westbound S.R. 236 at C.R. 500N
- Eastbound S.R. 236 at S.R. 75

Lemley reported that we have been working with F.E. Moran Security Solutions to terminate our security monitoring contract for the maintenance barn at McCloud Nature Park. Due to the nature of the facility and remote location, we have experienced continual communication

issues with their dispatch center. Termination date for the uninstall is scheduled for February 28, 2021.

### E.2. Vandalia Trail

Lemley reported that Ryan Buckley (B-L-N) has no current progress update with Bob Brenneman, representative of the Edmonson estate. In good taste, Buckley is planning to revisit the topic after the Holidays. Buckley remains optimistic on reaching a purchasing agreement with Bob soon. Buckley has reported difficulty contacting Cory & Barbara Himself regarding the land acquisition for the eastern expansion of the Vandalia Trail. Lemley will provide Buckley guidance on how to proceed with next steps soon.

Lemley asked the Park Board for permission to move forward on obtaining other potential land acquisitions for the eastern expansion of the Vandalia Trail. ***Freije moved to approve obtaining other potential land acquisitions for the Vandalia Trail; Miner seconds; motion passes unanimously.***

### E-3. W.S. Gibbs Memorial Park

Lemley reported that a final walk-through inspection of W.S. Gibbs Memorial Park – phase 1 was conducted on December 11, 2020. Representatives from Cecon (project engineer) and John Hall Excavation were present for the inspection.

Lemley reported that the cedar log playground at W.S. Gibbs Memorial Park is completed.

Lemley reported that Elijah Stukenborg finalized his Eagle Scout project at W.S. Gibbs Memorial Park, constructing aquatic habitat (porcupine cribs). The Parks Maintenance Crew will strategically install the synthetic aquatic habitat into both ponds once conditions permit.

Lemley reported that The Disc Golf Foundation denied our request for the matching baskets program. They highlighted concern of the amount of foot traffic that our trail system will attract, creating a possible safety concern during high volume disc golf events.

## **F. Reports**

### F-1. Superintendent Report

Lemley reported that he received a memo from Jamie Bohler Smith, Executive Director of Visit Hendricks County, pertaining to the Hendricks County Innkeeper's Tax collection report. The memo highlights a \$182,563.25 payment that was submitted to the Treasurer's office. The funding will support operations (50/50) within the Hendricks County 4-H Fairgrounds and Conference Complex along with Hendricks County Parks & Recreation.

Lemley reported that the Trail Finder had a few address discrepancies within the on-line Trail Finder website concerning our Department; trail length and owner information was incorrect. Amy from Indiana Department of Natural Resources has received the correct information to update the website. She did advise that updates are made twice a year and we should see those updates by April.

Lemley reported that our monthly ACORN – Active Council on Recreation Needs – meeting was conducted within our main office on Saturday, December 12, 2020. Youth received a glimpse of Department leadership responsibilities, along with developing an ACORN related article for the next addition of *The Explorer*.

Lemley reported that we have a current maintenance vacancy in the department. Lemley is working with H.R. to post the position and start the interview process.

Lemley reported that the BMV request to register our new Kubota UTV is in the final stages of being approved.

Lemley reported that Jim Holtsclaw has been making significant progress on the future signage for W.S. Gibbs Memorial Park. All signs have been designed and are being constructed within our main office utilizing the newly purchased CNC machine.

#### F-2. Budget Report

Ivie reported we ended right on budget for 2020.

#### F-3. Parks Foundation of Hendricks County Report

Eisenhart provided an update on the potential candidates for the Executive Director's position. A decision/offer will be made in mid-January.

### **ADJOURNMENT**

**The meeting adjourned at 3:57pm**

**The next Park Board Meeting will be held on February 3, 2021.**

Respectfully submitted,

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Matt Freije, Secretary