



Park Board Meeting Minutes

Wednesday, December 7th, 2022
2:00 p.m.

955 E. Main Street
Danville, IN 46122

CALL TO ORDER

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

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

Staff Present: Ryan Lemley, Superintendent
Eric Ivie, Assistant Superintendent
Jim Holtsclaw, Park Manager
Sarah Wolf, Park Naturalist
Patty Seymour, Administrative Assistant

Guests: Duane Lane, Hawkeye Storage
Scott Butrum, Hawkeye Storage

A. CALENDAR

A-1. Adopt Agenda

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

A-2. Approval of Minutes from November 2nd, 2022, Park Board Meeting and Minutes from November 9th, 2022, Special Park Board Meeting

Miner moved to approve the minutes; seconded by Freije; motion passed unanimously with Eisenhart abstaining due to absence.

B. PUBLIC HEARINGS / PRESENTATIONS

B-1. Public Comments

None

B-2. Hawkeye Storage – Request to Purchase Park Board Property in Coatesville

Lemley notified the Park Board that Scott Butrum, with Hawkeye Storage, contacted him regarding their interest to purchase the Park Board owned vacant lot in the Town of Coatesville that borders the Vandalia Trail to the north. Lemley referenced a map, previously provided to the Park Board, highlighting the relevant parcel. Lemley went on to say that Duane Lane, the owner of Hawkeye Storage, has expressed interest in purchasing the parcel to expand his efforts of constructing mini-homes on the vacant lot. Lemley welcomed Lane and Butrum to the meeting and invited them to the table for discussion.

Lane informed the Park Board that he would like to purchase the vacant lot for development of duplexes in the area and was referred by Jerry Decker, with the Town of Coatesville, to inquire about the lot with Hendricks County Parks and Recreation Department (HCP&R). Lane explained that he has already developed and built similar sites within the Town of Danville and other communities. With this property being an existing platted parcel, Lane will propose to build two 1,100 square foot duplexes on the property. Lane went on to say that the purpose of this type of development is to provide affordable housing for the over 55 community market. Upon further discussion the Park Board requested to have more time to consider Lane's proposal. Lane requested Park Board authorization to meet with site design engineer to have some initial work complete. The Park Board tabled to make a decision on selling the lot and instructed Lane to proceed with further investigation and present viable building options for the small lot. Lane will communicate with Lemley on his investigative findings.

C. UNFINISHED BUSINESS

C-1. Vandalia Trail – Revised Contract from Align Civil Engineering Consultants

Lemley advised that with continued guidance from DuMond, a revised professional agreement for the design, engineering and permitting for the eastern expansion of the Vandalia Trail has been submitted to Align Civil Engineering Consultants for their review and consideration. The proposed document includes protective language for the Park Board and the HCP&R department. Lemley informed the Park Board that leadership from Align supports the revised document. The Park Board had further extensive discussion pertaining to the agreement revisions and determined that the revised contract will be voted on. **Miner moved to approve the contract agreement as amended; seconded by Emsweller; motion passed unanimously.**

C-2. W.S. Gibbs Memorial Park – Maintenance Hub Progress

Lemley reported that at the conclusion of the special Park Board meeting on November 9th, the notice of award was issued to John Hall Construction for the future implementation of the maintenance hub project. A pre-construction meeting with the Town of Avon was held on December 1st and included Avon Town staff, Jon Payne (project manager with John Hall Construction), Jim Holtsclaw, and Lemley. Additionally, Ginger Harrington, with the Hendricks County Health Department, issued the commercial septic permit on December 1st and is required to be included with the submittal for the Construction Design Release request that will be issued by the state of Indiana. The final step will be to apply for and obtain the building permit from the Town of Avon, which will be issued in a maximum of 14 days after submittal. The notice to proceed was issued to John Hall Construction, along with establishing a project completion date of May 31st, 2023. Lemley explained that the extended project completion deadline will allow for adequate time to obtain all required permits, provide some leeway with unknown weather/soil conditions over the next several months, along with avoiding erosion control violations. This will also provide ample time to order and obtain building supplies. Lemley added that Hendricks Power is on site installing power to serve the facility. Holtsclaw has dedicated much of his

time designing the interior of the building, along with providing Patterson Horth specific details for the water and sewer service line stub placement.

D. NEW BUSINESS

D-1. 2023 Park Board Elections

Lemley requested the Park Board to conduct elections for the 2023 year in filling the three executive positions for President, Vice President, and Secretary, within the Park Board. Lemley informed the Park Board that Judge Daniel Zielinski of Hendricks Circuit Court has been out of the office on leave but is planning to return before the end of the year. Judge Zielinski's office informed Lemley that if he does not end up returning before the end of the year, they would seek the Judge that is taking over Judge Zielinski's duties, for re-appointment of Freije. **Emsweller moved to retain the 2022 officers in 2023, with Mike Hayden as President, Brad Eisenhart as Vice President, and Matt Freije as Secretary; seconded by DuMond; motion passed unanimously.**

D-2. 2023 Park Board Meeting Schedule

The Park Board briefly discussed adjusting dates and times of the 2023 Park Board meetings and settled on the proposed schedule of 2:00 p.m. meetings on the first Wednesday of each month, except for the proposed July 5th meeting. The Park Board determined that the July meeting will take place on July 12th to better accommodate schedules around the July 4th Holiday. **Freije moved to adopt the proposed 2023 Park Board Meeting Schedule with the July 12th meeting edit; seconded by Eisenhart; motion passed unanimously.**

E. PROPERTY UPDATES

E-1. McCloud Nature Park

Lemley informed the Park Board that Whispering Pines Christmas Tree Farm donated five trees for the wreath-making workshops led by the Naturalist team at McCloud Nature Park. The Naturalists pre-assembled approximately 66 grapevine wreaths to be used with the greenery provided by the Christmas tree donation. The event generated \$540.00 in program revenue. The Park Board briefly discussed program fees. Hayden requested that Wolf provide a thank you note to Whispering Pines, for their donation.

Lemley reported that Purdue chickadee researcher, Jonathan Jenkins, provided park patrons a presentation pertaining to research he completed at McCloud Nature Park.

Lemley advised that the Bobcat Skid Steer equipment continues to require repairs for maintenance to keep the piece of equipment in good running condition. As discussed in prior meetings the piece of equipment may need to be replaced within the next few years.

DuMond asked Lemley to explain the quarterly Indiana Department of Environmental Management (IDEM) stormwater inspections in more detail. Lemley explained that the inspections are required as part of the County's stormwater pollution prevention plan for good housekeeping control measure requirements set forth by IDEM. Lemley added that each facility owned by the County is required to undergo these types of inspections to stay in compliance with IDEM's Rule 13 requirements for stormwater pollution prevention.

TRAFx counters documented 971 vehicles visiting the park in November.

E-2. Vandalia Trail

Lemley notified the Park Board that he recently discussed the unauthorized sign installation within the

Coatesville trailhead parking lot with an employee of the Coatesville Post Office. Through the phone call conversation, it was implied that the post office employee genuinely believed that they had authorization from Town of Coatesville staff to install such signs. Ivie added once the post office was notified of the unauthorized installation, they immediately asked how to best resolve the issue. The Park Board instructed Lemley to send a certified letter, allowing the post office 30 days, to remove the unauthorized signage from the trail parking lot.

Lemley informed the Park Board of a dog bite/attack incident that occurred while a patron was biking on Vandalia Trail within the Town of Coatesville. It appears that the dog accidentally got loose and attacked an individual in early November, with injuries that required a trip to the hospital. The individual reported the incident to the Coatesville Town Council, who then notified Lemley. Lemley reported the incident to Hendricks County Animal Control who sent an officer out to follow up with the owner of the dog. Hendricks County Sheriff's office also aided with the incident. The dog was quarantined per protocol and then released back to the owner. The owner of the dog is ultimately responsible for the dog's actions and accepted financial responsibility in covering medical expenses the individual sustained from the incident.

At the last Hendricks County Commissioners' meeting, County Auditor, Nancy Marsh, said that there is a parcel of land in the Town of Coatesville that the Hendricks County Commissioners came into possession of due to unpaid property taxes over a period of multiple years. Hendricks County Engineer, John Ayres, brought it up at the Commissioners' meeting and inquired if the Park Board would be interested in such parcel. Upon further investigation, Ivie discovered that the previous property owner purchased the 0.95-acre parcel with the intent to build a new home on, but later found out that Hendricks County Planning and Zoning require new home construction sites to be a minimum of at least one acre in size, to build a new home on. The owner requested a variance from the 1-acre rule since the lot size was so close to meeting such requirement, but the request was denied. The parcel is narrow and oddly shaped, has power lines running through it, and does not border Vandalia Trail. Lemley expressed the opinion that pursuing the property to be used for park purposes would not be beneficial to the department but wanted to present it to the Park Board for their consideration. Upon further discussion the Park Board determined that they would not be interested in obtaining the parcel as Park Board owned property.

Lemley mentioned that Jeff Banning of Banning Engineering contacted him recently regarding future expansion of Vandalia Trail just east of the Town of Amo. Banning is in support of future trail expansion and offered to discuss the topic with one of the property owners that he is doing engineering work for. Lemley expressed appreciation toward Banning for keeping this in mind.

TRAFx counters documented 1,196 patrons visiting Vandalia Trail in November.

E-3. W.S. Gibbs Memorial Park

Lemley advised that the Maintenance team has completed the newest trail expansion project, Woodland Passage, at W.S. Gibbs Memorial Park. The, just under one mile, trail is now open to the public. Upon completion of Woodland Passage, the team added flume/fine aggregate over the top of existing trails in phase I, creating a more polished finish. The maintenance team also completed the task of cleaning, sanding, and applying two coats of urethane to the entire inventory of cedar signs through W.S. Gibbs Memorial Park, giving the signs a fresh new finish. Lemley praised the Maintenance team for their efforts in completing several projects prior to the upcoming winter season.

Long term planning for phase II of W.S. Gibbs Memorial Park will be an agenda topic to discuss during

the January 2023 Park Board meeting.

Lemley informed the Park Board that Gibbs Park was recently featured within an independent article published by Indy with Kids. The article provided a brief history of the nature park and an overview of current and future amenities.

Lemley announced that the Parks Foundation of Hendricks County (PFOHC) awarded HCP&R department \$13,221.86 in grant funds to construct a staircase at W.S. Gibbs Memorial Park. The staircase was designed by Park Manager, Jim Holtsclaw, and will assist patrons to the top of the 30-foot tall property outlook/sledding hillside. The project will be constructed and installed in-house by the Maintenance team.

Lemley notified the Park Board that he approved a New Year's Day disc golf tournament for the Hendricks County Disc Golf Club.

TRAFx counters documented 2,356 vehicles visiting W.S. Gibbs Memorial Park in November.

F. REPORTS

F-1. Superintendent Report

Lemley reported that Assistant Superintendent, Eric Ivie, will be honored with a well-deserved 2022 Hoosier Hospitality Award from the Indiana Destination Development Corporation. The Hoosier Hospitality Award is given to Hoosiers that have displayed a high level of service in tourism-related professions in Indiana. The award ceremony will take place at the Randolph H. Deer Events Pavilion at Newfield's in Indianapolis with Lt. Governor Suzanne Crouch presenting Ivie with the award.

Lemley notified the Park Board that the PFOHC Summer Fun Run Series schedule has been finalized for the 2023 season with HCP&R partnering with the Foundation as host sites throughout the series run events.

With continued support from the Benson family, the department recently received two generous grant payments issued through the Hendricks County Community Foundation. The grants, totaling \$6,400.00, will support the continual development of Gibbs Park.

Lemley informed the Park Board that the entire full-time staff attended and participated in the annual Indiana Parks and Recreation Association (IPRA) conference hosted at Union Station in downtown Indianapolis during the second week of November.

Lemley advised that one of the full-time staff members has returned to work after being on extended family medical leave.

Lemley notified the Park Board that long-time volunteer, Nancy Rice, passed away recently.

F-2. Naturalist Update

Wolf reported that the Naturalist staff has resumed in-school programming efforts at the request of the schools and are currently in the process of delivering the new issue of *The Explorer* magazines. The Jamestown area annual bird count event is scheduled for December 17th and supports the Audubon Society. Additionally, the Winter Solstice Celebration and Family Countdown to 2023 Noon-Years Eve event is scheduled for the end of December. The Naturalist staff is preparing for upcoming programs in January.

Wolf informed the Park Board that creation of interpretive signs for W.S. Gibbs Memorial Park is nearing completion. The interpretive signs will provide education information regarding the different fish species and aquatic habitat that currently reside in the ponds at Gibbs Park. The signs were funded by the Robert E. Wood grant the department received through the Parks Foundation of Hendricks County (PFOHC). Wolf continued the work of Assistant Naturalist, Joe Lembo's original draft ideas for the two signs. Wolf mentioned that the signs will have a four to six week lead time for delivery of signs. Lemley noted that the goal is to have the signs installed by spring of 2023. Wolf added that the Naturalist staff is looking forward to providing fishing programs in 2023.

F-3. Budget Report

Ivie reported that there is only one claim cycle left for the 2022 budget year. Encumbrances will be complete after the final claims are submitted for the year. Professional Fees, Other Park Improvements, and Development of County Parks from 2022 to 2023 will help pay for the maintenance hub. Ivie, Holtsclaw, and Wolf continue to remain in constant communication this time of year.

Lemley mentioned that Nathaniel Simmons will be replacing Bob Bronson as Grant Coordinator for the Department of Natural Resources (DNR), Division of Land and Water. Lemley hopes to receive the State agreement for the Land and Water Grant soon. Due to inflation, the scope of work may need to be revised, but Simmons is aware of potential revisions.

F-4. Parks Foundation of Hendricks County Report

Eisenhart advised that there isn't anything to report.

ADJOURNMENT

Meeting adjourned at 3:37 p.m.

The next regularly scheduled Park Board meeting will be held on Wednesday, January 4th, at 2:00 p.m. at the Hendricks County Parks and Recreation Department Main Building Conference Room.

Respectfully Submitted,

Matt Freije, Secretary