

MONROE COUNTY PARKS AND RECREATION

BOARD MINUTES

March 23, 2022 3:30 pm

HYBRID:

ZOOM MEETING ID: 869 3534 6385

501 N Morton St. Suit 100B

I. **Call to Order:** President Evelyn Harrell called the meeting to order at 3:32 pm.

II. **Roll Call of Board members:**

	<u>Present</u>	<u>Electronic</u>	<u>Absent</u>
Evelyn Harrell	X		
Joe Goss	X		
Amy Thompson	X		
Dr. Carolyn VandeWiele	X		
Kevin Dogan, J.D	X		
Phil Cornwell	X		
Carol Walter	X		

Staff Members Present: Kelli Witmer, John Robertson, Jayme Deckard, Andrew French, and Autumn Brunelle

Staff Members who attended the meeting electronically: Stanley Robertson

Invited Guests Present: County Commissioner, Penny Githens, and County Attorneys, Dave Schilling and Molly Turner-King

Invited Guests who attended the meeting electronically: None

Public Present: None

Public who attended the meeting electronically: None

III. **Amendments and Approval of the Agenda –**

Mr. Goss moved to approve the agenda as presented and Dr. VandeWiele seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Harrell	X		X	
Goss	X		X	
Thompson	X		X	

VandeWiele	X		X	
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	

Motion passed unanimously.

IV. Statement of Compliance: This meeting, using electronic communications, is subject to IC 5-14-1.5-3.5, and therefore no final action will be taken at this meeting on the prohibited subject matters listed in Section 3.5(f) of the statute.

V. Public Comment on Non-Agenda items – None.

VI. Approval of the February 16, 2022 meeting minutes –

Mr. Goss moved to approve the February 16, 2022 meeting minutes and Mr. Cornwell seconded.

Roll Call:

	Yes	No	Present	Electronic
Goss	X		X	
Thompson	X		X	
VandeWiele	X		X	
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	

The motion passed unanimously.

VII. Approval of the February, 2022 non-reverting claims –

Mr. Cornwell made a motion to approve the February 2022 non-reverting claims and Dr. VandeWiele seconded.

Roll Call:

	Yes	No	Present	Electronic
Thompson	X		X	
VandeWiele	X		X	
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	
Goss	X		X	

The motion passed unanimously.

VIII. Approval of the February 2022 credit card charges –

Dr. VandeWiele made a motion to approve the February 2022 credit card charges and Ms. Thompson seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Thompson	X		X	
VandeWiele	X		X	
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	
Goss	X		X	

The motion passed unanimously.

IX. Old Business

A. Flatwoods Park update & new restroom discussion – Mr. French stated that Bledsoe, Riggert, Cooper and James had surveyed the boundary lines at Flatwoods Park.

Ms. Witmer stated that she would like for the Parks Board to review Bledsoe, Riggert, Cooper and James' draft of proposed improvements to Flatwoods Park in order to approve moving forward with the improvements. Ms. Witmer stated that, if the Parks Board wanted to move forward, she would approach the Monroe County Commissioners to request the funds for the improvements be included in a bond.

Ms. Witmer stated that the restroom she recommended installing at Flatwoods Park would be similar to the restroom located at Karst Farm Park, near the Splash Pad. Ms. Witmer added that the restroom would have the capabilities of being hooked to a sewer system in the future, but could be hooked to a septic system until the sewer was available.

Mr. Goss stated that he was very excited about the opportunity to add a modern restroom at Flatwoods Park, as not having a functioning restroom limited the activities at the park.

Mr. Dogan stated that he too was supportive of the restroom project, adding that he thought it wise to install a restroom that could be hooked to any future sewer system.

After brief discussion, the Board agreed to move forward with the proposed improvements to Flatwoods Park.

Dr. VandeWiele made a motion to move forward with the proposed plans for improvements at Flatwoods Park, and Mr. Goss seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
VandeWiele	X		X	

Dogan	X		X	
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	
Goss	X		X	
Thompson	X		X	
Goss	X		X	

The motion passed unanimously.

X. New Business

A. Will Detmer Garden update– Ms. Brunelle stated that there had been a large increase in public interest at the Detmer Gardens so the garden plot availability had been expanded. Ms. Brunelle added that nearly every garden plot had been reserved for the 2022 season.

Ms. Harrell asked Ms. Brunelle what had caused the uptick in garden rentals. Ms. Brunelle stated that she had increased outreach efforts and that she believed making the public aware of the gardens and making them more accessible had led to more utilization by the public.

B. 1. Jackson Creek Park issues – Ms. Witmer stated that the boundary lines of Jackson Creek Park were not clear, adding that there were some hazardous trees located on or near the property line that would soon need removed.

Ms. Witmer stated that she was requesting Board approval to hire Bledsoe, Riggert, Cooper & James to survey the park in order to determine if the Parks Department was responsible for the tree removal and also to establish a firm boundary line. Ms. Witmer stated that she had already obtained approval of the survey from the Monroe County Commissioners as the tree removal was very time sensitive.

Mr. French stated that the trees in question are dangerously close to residential homes and, if they were on Jackson Creek property, they would need removed as soon as possible. Mr. French added that, in anticipation of the trees being the Parks Department’s responsibility, Bluestone Tree Service had provided a quote to safely remove the trees without damaging neighboring homes.

Mr. Goss made a motion to approve the survey of Jackson Creek Park by Bledsoe, Riggert, Cooper & James for an amount not to exceed \$5,500 and Mr. Cornwell seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	

Goss	X		X	
Thompson	X		X	
VandeWiele	X		X	

The motion passed unanimously.

2. Bluestone Tree-Removal of (3) large trees: – Mr. French stated that Bluestone Tree Service had the equipment needed to safely remove the trees by lifting them over the residential houses.

Mr. French added that the trees could not safely be taken down in pieces because the risk of limbs falling onto the houses was too great. Mr. French stated that Bluestone Tree Service would take the trees to their site for chipping.

Mr. French stated that the crane trucks would park in the driveway of one of the homes and no damage would be done to the residents' yards. Mr. French added that the property owners were eager to have the trees removed and had already given all permissions needed for Bluestone to access the trees.

Ms. Witmer stated that the Parks Department already had a retainer agreement with Bluestone Tree Service that would cover the cost of the tree removal so no further action by the Board was needed.

C. GO Express Travel Service Agreement– Ms. Witmer stated that Rural Transit, who had previously provided transportation for Karst Day Camp and all of the adult day trips, had accepted a grant that did not allow for them to continue providing the Department's transportation needs. Ms. Witmer stated that GO Express Travel had provided a quote to provide all of the Department's transportation needs and asked that the Parks Board approve the retainer agreement for their services.

Dr. VandeWiele asked how GO Express prices compared to the Rural Transit prices. Ms. Witmer stated that they were higher, but that the Department had not found other transportation options.

Mr. Goss moved to approve the service agreement with GO Express Travel to provide transportation for youth and adult programs, not to exceed \$6,000, and Ms. Walter seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Cornwell	X		X	
Walter	X		X	
Harrell	X		X	
Goss	X		X	

Thompson	X		X	
VandeWiele	X		X	
Dogan	X		X	

The motion passed unanimously.

D. B-Tech Retainer Agreement for security & fire extinguisher services – Ms. Witmer stated that the Parks Department needed an active retainer agreement with B-Tech in order to quickly obtain services for the Department’s fire extinguishers, Karst Dog Park key system, and security cameras located around the parks.

Mr. Dogan made a motion to approve the retainer agreement with B-Tech, LLC to maintain fire and security equipment at the parks, not to exceed \$6,000 and Ms. Thompson seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Walter	X		X	
Harrell	X		X	
Goss	X		X	
Thompson	X		X	
Walter	X		X	
Dogan	X		X	
Thompson	X		X	

The motion passed unanimously.

E. Nathanael Hancock Retainer Agreement for informatics/computer coding – Ms. Witmer stated that the Department had utilized Mr. Hancock’s services to update and maintain the Department’s database for approximately ten years and that his rate was very reasonable. Ms. Witmer added that Mr. Hancock was Ms. Medley’s son in-law who worked for the IU School of Informatics’ IT department.

Mr. J. Robertson stated that Mr. Hancock’s services were not often needed, but that the maintenance and coding of the database was not a task that the Department staff could manage.

Ms. Thompson made a motion to approve the retainer agreement with Mr. Nathanael Hancock for the maintenance of the Department’s database, not to exceed \$5,000 and Dr. VandeWiele seconded.

Roll Call:

	<u>Yes</u>	<u>No</u>	<u>Present</u>	<u>Electronic</u>
Harrell	X		X	
Goss	X		X	

Thompson	X		X	
VandeWiele	X		X	
Dogan	X		X	
Cornwell	X		X	
Walter	X		X	

The motion passed unanimously.

F. Master Plan Update – Ms. Witmer explained that the Master Plan would be turned in to the Indiana DNR after April 15, 2022 for their review and then a public meeting would be conducted on April 20th or May 18th.

Ms. Witmer stated that, after DNR corrections and public input had been considered, the Master Plan would be submitted to the Indiana DNR again for their final review and then the plan would be presented to the Parks Board for their final approval.

Ms. Thompson asked if the Parks Board would be seeing the Master Plan before it was submitted to the Indiana DNR. Ms. Witmer stated that the Master Plan would be available for the Parks Board members to view before it was submitted to the DNR.

Mr. J. Robertson stated that the Master Plan was not being submitted to the Indiana DNR as a finished product, but rather was being presented well before it was completed in order for the DNR to have the opportunity to review and request changes and/or additions before the Plan was finished.

- XI. **Financial Reports** – Please read
- XII. **MCPR Staff Reports** – Please read
- XIII. **Correspondence** – None
- XIV. **Mr. Goss made a motion to adjourn the meeting and Mr. Cornwell seconded.**

President Evelyn Harrell adjourned the MCPR Board meeting at 4:50 pm.



Amy Thompson-Secretary

April 20, 2022

Date

Minutes Prepared by Jayme Deckard