

## July 18, 2022 Special Meeting Minutes

Urbach called the Tuesday, July 18, 2022 special meeting to order at 5:00 pm. The pledge was recited by all present.

Urbach stated this meeting was to go over the operations at the Navarre Bethlehem Township Community Park. Upon Role Call the Result was:

URBACH HERE

DEARING HERE

VESELENAK HERE

Park Board members present were Jill Barkey, Diane Alter, Vickie Owen and Justin Cline. Also Abby Gallion of the Village of Navarre Council. Urbach said Tiffany, who is a park employee is also present. Mayor Benson and Terry Seeberger, Village Solicitor were present also. Urbach said this meeting is to get all the communication and functionality for the park. Urbach said that sometimes he drops the ball on communications so this can be a smoother transition and the order to go through to get things accomplished. Urbach suggested jumping to the list of items needed, repairs, and updates for the park that Yoder-Baker had concerns about. That list was emailed to the Mayor and the Park Board President that was to be forwarded to their respective members. Urbach said he would like Yoder-Baker to take concerns to Vickie Owen the Park Board President and then Owen will bring it to the Township and the Village for approval. Dearing suggested going over the list to see what was feasible at this time and what is for a later time. Urbach said there is a lot on the list and some are important. Owen said we should go through the list. Some of it is the Ball Association duties and we can let you know where we are on some of these things.

Dearing proceeded with the list.

- 1) Increase the indoor pavilion rental to \$175.00 with a \$75.00 deposit being returned after the pavilion was checked out. Owen stated they had talked about increasing the rental and believe it needs raised.
- 2) Park road needs swept to prep for patching. Dearing said that Northstar Paving is going to handle the patching with asphalt left over from paving the Fohl Rd entrance down the hill to close to the east side parking area. Matics stated that we have asked the Village to sweep at least three time so patching could be done on the park road. Dearing said he just spoke with Dempsey, from Northstar, and they are going to patch as much as they can with left over asphalt. Whatever is not patched, the Township and the Village will have to address. Yoder-Baker asked if there was a time frame on the paving. Matics asked if the bottom half of the road would be patched this year or next after the heavy equipment comes through for the creek erosion. Dearing stated this year it will be patched. There was an incident where a child riding a bike got hurt on the park road. Dempsey is to email Strubel a schedule and Strubel is to email that to Dearing. Veselenak stated that the patching is not included in the bid. Dearing said the asphalt is charged out by the ton. If there is asphalt left over, we would be charged for it any way. There may be a slight charge for labor. It may take five more ton. Dearing asked Strubel what he thought. Strubel stated that was up to the Trustees. Dearing said we could patch the remainder through Northstar or have them pave to the line and scratch the remainder of asphalt as far as it will go to fill the pot holes and have the Township and Village patch what doesn't get done. Members of the Park Board stated to scratch it and Mayor Benson agreed with whatever Dearing said.
- 3) The indoor pavilion needs painted inside. Owen said do to water issues that maybe paint is not the best. They were thinking of installing corrugated metal as an option for the five to ten-year plan.
- 4) Windows and screens. Owen stated she can get the screen through her company but she would have to wait until the Park Board meeting to discuss them paying for it. Owen asked Yoder-Baker if she would

## July 18, 2022 Special Meeting Minutes

need an electric stapler. Yoder-Baker responded that they were aluminum frames. Yoder-Baker said there are just one or two screens that need rescreened. Owen said she will go and look at it. Windows are a long-term project.

- 5) Heating and A/C for the closed pavilion – Long term project. Dearing asked if there would be enough income generated through rentals to pay for that. Liz Urbach stated that the water to the restrooms are shut off in the winter months. That could be an issue.
- 6) Mulch needed. Dearing said there is a pile at the “Y”. Urbach said he spoke with Wisselgren and was informed the Village is going to use that. Benson said they are thinking of doing something with that. Urbach stated doing the mulch on a Saturday. Urbach suggested August 6<sup>th</sup>. All volunteers are welcome. He would get the truck on Friday and dump the mulch. Yoder-Baker said she has been in construction for a long time. She has run equipment like bobcats, skid loaders, mini excavators etc. and she can't seem to get equipment brought to her to make her job easier and to do improvements at the park. She doesn't understand how a 17-year-old kid can run the mini excavator and she can't. Her son was the part time employee at the park at that time and he was allowed to run it. Is this because she is a female? Yoder-Baker said she is willing to get tested to run the equipment. She can't even get a brush blade for the weed eater because she might get hurt. She is insured, right? Urbach asked why she needs a brush blade. Yoder-Baker responded for along the creek. Right now she and her Dad, who is volunteering, are using a scythe to cut down the weeds. They are too stout for the weed eater. Urbach said the equipment is either the Township's or the Village's. It is not for the park. The Village did let Yoder-Baker use the trimmer to cut low laying branches that were in her way when mowing. Urbach told Yoder-Baker to make a list of equipment she needs at the park.
- 7) Urbach would like to clarify who Yoder-Baker communicates with. Benson said the Park Board is comprised of a Village Council member and Township Board member who is to report back to their entity from the Park Board meetings. The Park Board is the main thing. They have the final decision. Matics said that the ordinance 96. something was mention in this contract. Benson said he has a copy of that. Matics asked if the Village has a park board because she did not see mention of that on their website. Benson said yes they do. Matics asked who was on that. Benson stated Ed Whitmore and a couple other people. Matics stated that on July 19, 2021 Dearing and Matics asked Urbach and we went to the Village meeting that same night and asked you what the responsibilities of the Park Board were and you both informed us that it was to do park events, Benson interrupted and said the Park Board is in charge of the park. Yoder-Baker asked for clarification as to who she is to report to. It was decided that the Park Board will decide which of their members will handle that. Yoder-Baker asked who she is to go to, to get things done. Owen said Yoder-Baker can text or call her.
- 8) Top soil: Dearing asked what that was needed for. Yoder-Baker said there are large gaps on both sides of the bridge close to Hudson that needs topsoil to fill. Urbach will haul that when the mulch is hauled.
- 9) Railing installed: Dearing asked where. Yoder-Baker said at the bridge close to Hudson.
- 10) Paint new railing on the bridge black. Owen said that is stainless steel and should not be painted.
- 11) Stark Parks needs called concerning the path through the park. Stark Parks was called and Jill Barkey stated they are going to come and look at it and decide whether the Village or Stark Parks is responsible for that. They will give us an idea and a price. Dearing said we have some local companies also that can give us estimates.

## July 18, 2022 Special Meeting Minutes

- 12) Brush hog in the park twice a year at least. Dearing asked Strubel if they used to do that. Strubel responded yes.
- 13) Poison Hemlock issue at the park. Urbach said he will call Stark Soil and Water about that. Jessica Fisk said she has kids that play down there. If you brush against it, it can cause blisters even nerve damage. This is an issue she would like handled. Yoder-Baker said she and her Dad are cutting it down and putting it in the dumpster. They are handling the poison hemlock.
- 14) The ditch needs cleaned out. Dearing said that Strubel put slag in the ditch down the hill off of Fohl. If we clean that out we are going to be back at stage one and have more erosion issues. Dearing asked Strubel what he thought. Strubel stated there shouldn't be any water going down the ditch since the culvert was put in. Dearing said you will still get some. Yoder-Baker asked if they were going to fill in the drop off on the east side of the culvert. Dearing said the contractor is going to come and excavate that and install more stone to slow things down before it gets to the pipe.
- 15) Low spot at the east end of the pavilion where the basins are holds water.
- 16) Picnic area in front of the closed pavilion needs a ditch dug to the creek. Water ponds there and then floods the building. Benson said that needs done. The water just lays there.
- 17) Park Board bought benches that need installed. Waiting for placement approval to get equipment and materials to install. Urbach said Yoder-Baker asked to rent an auger to install everything. Dearing said OUPS need called before you dig. Yoder-Baker will call them. Urbach spoke with MCTV and they looked on the blue prints and informed Urbach that there was no wi-fi at the park. He spoke with the engineer at MCTV. The Engineer informed Urbach it would cost \$2,500.00 to run Wi-Fi at the park. Benson said he gave Urbach the wrong info on the park. The park is tied with all the cameras the Village has. Urbach said he will speak with the Anthony again. Urbach asked if Benson received the email asking about the \$3,000.00 that is charged to the park for MCTV. Benson responded, yes.
- 18) Park Board needs their own storage cabinet. Owen said they delivered that and Yoder-Baker needs to put it together.
- 19) Need to rent a lift to paint the outdoor pavilion, clean spoutings and trim dead and low lying branches at the park. Dearing said to get estimates and take it to the park board and they will bring it to us. Matics said the Township is set up with Rent All for the auger.
- 20) Picnic tables need addressed. Some are falling apart and some can not be repaired. Benson said the Park Board needs to go and check things out and present it to both entities for approval.
- 21) Ball fields are the responsibility of the Ball Association. We just mow the fields. Yoder-Baker suggested that the Ball Association needs to build a shed to keep all their equipment. Leaving the equipment laying around is dangerous and an accident waiting to happen with kids running around. Yoder-Baker asked if there was any policy written up for the Ball Association. Dearing suggested that the Park Board take this list and get together with the Ball Association.
- 22) Matics asked to address signs for on the doors of the closed pavilion with contact information on rentals. If it is advertised, it brings in revenue. Owen said that will be discussed at their meeting. Owen informed Yoder-Baker she is welcome to come.
- 23) Matics also suggested re-keying the man door on the garage so it is different then the pavilion doors. It was decided to re-key the man door at the garage. Owen said that the Park Board needs a key. Owen said she will get a hold of someone to do that.

## July 18, 2022 Special Meeting Minutes

- 24) Owen went through some items the Park Board has done at the park. They paid for the hauling and installation of the railing on the bridge, repaired the swing gate, painted the pavilion, purchased benches to name a few.
- 25) Benson stated that the maintenance and care of the park are the duties of the Park Board. It is not the duty of the Park Board to raise funds. He said that this is just his opinion. The Park Board needs to go through this list and get estimates and bring it to the Village and the Township since we pay for it. Barkey said the Golf Scramble is a big fund raiser for the Park Board. The scholarship fund is big for the Park Board.

Urbach asked if there was anything else that needed to be discussed. Terry Fearn asked if the Park Board has minutes. Owen said they have brought them from the last meeting. Fearn asked if they post them. Liz Urbach said they could.

The meeting adjourned at 7:06 pm.

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James J. Urbach - President

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Mark Dearing- Vice President

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T. Renee' Veselenak – Trustee

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Jody Matics – Fiscal Officer