



**Parks & Streets Committee Meeting Minutes
Monday, May 18, 2020**

Call to Order:

Chair Kathy Rhoads called the meeting to order at 7:15 p.m.
The meeting was via conference call due to the COVID-19 Pandemic

Roll Call:

Present: Chair Kathy Rhoads, Leslie Miller, Sue Frey, Sue Cox and Bonnie Gordon

Approval of Minutes:

Bonnie Gordon made a motion to approve the Parks & Streets Minutes of April 20, 2020, and the motion was seconded by Leslie Miller. Four aye votes. Mrs. Cox abstained. The minutes approved as written.

Amendments to Agenda:

Chair Rhoads asked for a motion to amend the agenda to discuss pavilion signs. Sue Frey made the motion. Bonnie Gordon seconded the motion. Aye votes all.

Parks & Streets Commissioner's Report:

Mr. Sobczak's report attached.

New Business:

Mrs. Miller reported Boyert's will be delivering nine flowerpots to the downtown area on Thursday, May 21st.

The Committee reviewed the mosquito spray dates and approved the list be posted to the Village website.

Downtown Business Association Report:

Mrs. Miller said the Farmers Market will open Saturday, May 23rd. All safety precautions will be observed. 9 AM to 10 AM is reserved for Senior and at-risk customers.

The Downtown Business Association has asked all downtown businesses to be open during the hours of 10 AM through 3 PM on Fridays and Saturday. Business may be open additional hours.

The Downtown Business Association has cancelled events through August. The Association hopes to host the "Spa" cation event, Saturday, September 12th.

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Downtown Business Association Report (continued):

Mayor Carter asked the Committee if they could offer picnic tables for the downtown businesses. After a discussion, Leslie Miller made a motion for Mr. Sobczak and Chief Burson to work with the downtown businesses for placing desired picnic tables. Sue Cox seconded the motion. Aye votes all.

Pending/Completed Legislation

2020-14 - Ordinance authorizing to enter into an agreement with _____ for repairs and/or construction of certain sidewalks. (Incomplete 2019) Second reading was May 11th. Mr. Sobczak said one bid was received by TR Snyder at \$9.45 a square foot and recommends accepting the bid. Leslie Miller made a motion to recommend to Council to accept the TR Snyder sidewalk bid. Bonnie Gordon seconded the motion. Aye votes all.

2020-20 - Amending Ordinance 2019-56 adopting rules and regulations governing public parks within the Village and assessing penalties for violation of said park rules and regulations. First reading was May 11th.

2020-06 - Resolution declaring it necessary to assess properties for the construction and/or repair of certain sidewalks. (Incomplete 2019). Second reading was May 11th. After a discussion, Sue Cox made a motion to recommend to Council to pass Ordinance 2020-06, and Leslie Miller seconded the motion. Aye votes all.

Old Business:

No update for the grant for the Gary Eicheler Trail expansion.

Chair Rhoads asked for a discussion about the proposed wording changes for the park rules. The Committee discussed they do agree with the Village reserving the right to cancel a reservation due to the welfare of the Village residents. Chair Rhoads will contact Mr. Lesiak to work with the wording for the park rules.

Chair Rhoads complimented Mr. Sobczak and the department for their wise spending through this pandemic and asked that they continue to purchase only necessary items. Mr. Sobczak said they will continue to keep their door locked and take visitors by appointment only. The department is back to regular staffing hours.

Mayor Carter asked the Committee to consider barricading the parks during the yard sale weekend. Even though the weekend does not have a sponsor, big crowds are highly anticipated and Mayor Carter is concerned with visitors parking in the parks. There was a discussion about if residential yard sales are allowed at this time. The Medina County Health Department would be responsible for enforcing the health safety guidelines. Mr. Brad Demiter expressed his concerns about not taking away residents' private rights. The Committee asked yard sale safety be added to the government agenda.

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Old Business (continued):

Chair Rhoads will contact the Yard Sale Team and make sure they have contacted all vendors about the cancellation.

Mr. Sobczak shared examples of the proposed signs for the Ivan Reed and Kiwanis pavilions.

Leslie Miller made a motion to adjourn the meeting and Bonnie Gordon seconded the motion. All were in favor. The meeting adjourned at 8:20 p.m.

Respectfully Submitted,

 6-27-2020
Kathy Rhoads
Parks & Streets Committee Chair

Seville Street & Park Superintendents Report

Monthly work report: Covid-19
May 18, 2020

Project Status **Target finish date**

Park/Street maintenance work:
(Regularly Scheduled seasonal work)

- *Mowing all parks
- *Mulching all parks, council & downtown
- *Tree/brush trimming along roadways
- *Trash pickup parks/streets
- *Parks cleanup pavilions, grounds ext.
- *Sweeping all village streets

Seasonal work

(Twice Weekly)

Park/Street repairs:

- *Brush/stump & tree removal from all Parks (creek & surroundings)
- *Asphalt patching throughout village

On Going
As Needed

Sign repairs:

- *Replacing old signs with new compliant Phase 1 2020 (documented)

Status:

In Progress **Dec. 30th**

Equipment service:

- *Routine equip. maintenance
- Going

(Oil, grease, tires, bulbs ext.)

On

Active projects:

- *Mowing all parks & village owned property
- *Village bldg. Upkeep & renovation
- *Resurfacing 2020
- *Tree trimming/chipping Cy Hewit park
- *Cy Hewit drainage landscaping

Project Status:

Seasonal
Completed
Planning Stage
In Progress
Planning Stage

*Target dates on projects are subject to change due to work load or weather.

Respectfully submitted by
Jon Sobczak

T.R. Snyder Construction, Inc.

3717 Triway Lane
OH 44691

Estimate

Date	Estimate #
5/11/2020	6666

Name / Address
Village of Seville 120 Royal Crest Drive Seville, Ohio 44273-9573 Attn: Jon Sobczak

			Project
Description	Qty	Rate	Total
Sidewalk Project Approximately 494.40 square feet of 4" concrete	494.4	9.45	4,672.08
Thank you for the opportunity.			Total \$4,672.08



Parks & Streets Department

**Superintendent
Jon Sobczak**

Medina County Gazette: Please advertise in your Legal Notice Section of The Gazette on Wednesday, April 22nd and Wednesday, April 29th, 2020

**Public Notice Sidewalk Project
Village of Seville, Ohio**

The Village of Seville will accept sealed bids for the Sidewalk Project until 11:00 a.m. on Wednesday, May 13th, 2020, for the installation, materials, grading, backfill and grass seeding for the following to be completed by Friday, September 25th, 2020:

Approximately 494.40 square feet of 4" concrete

Sidewalks must be structured according to Village Ordinance specifications. Sidewalk specifications may be obtained at The Village of Seville Municipal Building, 120 Royal Crest Drive, Seville, OH, 44273.

Each bid shall contain the full name and address on company letterhead of every person, firm, or corporation interested in the same, and if a corporation, accompanied by a bond given in favor of the Village of Seville for an amount equal to at least 10% of the total amount of the bid, with surety or sureties satisfactory to the Village of Seville, being a surety company authorized to do business in the State of Ohio. The bond shall provide that the bidder shall within twenty (20) days after notice of acceptance of the bid, enter into a contract and give an acceptable bond in the sum of not less than 10% of the contract price to the properly secure performance within contract time. The amount of the bond is to be paid to the Village of Seville as stipulated or liquidated damages in case of failure or refusal to enter into the contract as provided. If the proposal is not accompanied by a bond, then it must be accompanied by a certified check on a solvent bank for an amount equal to at least 10% of the total amount of the bid, made payable to the order of the Fiscal Officer of the Village of Seville, which shall be forfeited to the Village of Seville if the bidder fails to enter into a contract price for the faithful performance thereof within twenty (20) days after notice of acceptance of the bid.

The bonds of unsuccessful bidders will be canceled and the checks of unsuccessful bidders or the amount thereof will be returned.

The bids will be opened On Wednesday, May 13th, 2020 at 11:01 a.m. and read to the public at that time. The Village of Seville reserves the right to award the contract to the lowest and/or best responsible bidder, or all bids may be rejected as soon as practical after the bid opening.

Send sealed bids with envelope plainly marked "Sidewalk Repair Bids" to The Village of Seville, Attention: Mr. James Carrick, Fiscal Officer, 120 Royal Crest Drive, Seville, OH 44273.

Thank you,

**Jon Sobczak, Superintendent
Parks & Streets Department**

T.R. SNYDER CONSTRUCTION, INC.
3717 TRIWAY LANE
WOOSTER, OH 44691
(330) 264-1499

The Apple Creek Banking Company
Wooster, OH

14246

66-874/412

5/11/2020

PAY TO THE ORDER OF Fiscal Officer of the Village of Seville

\$ **467.21

Four Hundred Sixty-Seven and 21/100*****

DOLLARS

Village of Seville
120 Royal Crest Dr.
Seville, Ohio 44273

MEMO Sidewalk Project Bid



[Handwritten Signature]
AUTHORIZED SIGNATURE MP

⑆014246⑆ ⑆041208748⑆ ⑆4103453⑆

Security features included. Details on back.

T.R. SNYDER CONSTRUCTION, INC.

14246

Fiscal Officer of the Village of Seville

5/11/2020

* PROJECT BID BOND

467.21

PLEASE RETURN IF NOT USED FOR INTENDED PURPOSE

Checking

Sidewalk Project Bid

467.21