



**Parks Committee Meeting Minutes
Wednesday, September 25, 2013**

Call to Order:

Acting Chair Barb Schwartz called the meeting to order at 6:57 p.m.

Roll Call:

Present: Barb Schwartz, Larry Landis, Sue Cox, Bonnie Gordon, and Alternate Kathy Rhoads.

Absent: Chair Roger Kilgore

Approval of Minutes:

Bonnie Gordon made a motion to approve the minutes of August 28, 2013, and the motion was seconded by Sue Cox. Four aye votes. Kathy Rhoads abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

The attached report was submitted by Jon Sobczak. Mr. Sobczak reported he was able to get twenty trees for the \$1,500 that was budgeted. Delivery is set up for October 10th.

Privilege of the Floor:

There was a discussion on Christmas decorations for the downtown area. It was felt that two strings of 100 LED lights should be added to the garland for each pole. It was stated there are 51 poles. Jane Webb will be instrumental with information on costs for lights and ribbon. Mrs. Webb has also offered to make the bows. There was a discussion about commercial lights vs. regular and what type of ribbon should be used for the bows. Storage was discussed and Mr. Sobczak will not have storage issues. It was discussed to decorate the gazebo and trees by the library as well. Mr. Barrington offered to look for lights at the Habitat for Humanity ReStore in Medina.

The Parks department will work to have the town decorated for the Christmas Preview scheduled November 16th.

New Business:

None.

Old Business:

The Committee has an updated job description for the Assistant Streets and Parks Superintendent for their review. The Committee will discuss the descriptions at the next meeting.

Mr. Sobczak reported the tree stumps at Cy Hewit Park are to be completed by the end of next week.

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Old Business (continued):

It was discussed to have the Committee to get a vision on how the parks playground equipment should be placed. It was suggested to start moving the equipment away from the trees at Cy Hewit. Mr. Sobczak presented information to the Committee for tire swings. There was a discussion on safety. The Committee discussed purchasing two single tire swings vs. purchasing a double tire swing. The Committee would like to purchase two single eight foot tire swings and a teeter totter. There was a discussion of saving shipping costs by purchasing multi pieces of equipment at the same time. Ideas that were discussed were a graduated level of play, musical equipment, a handicap swing and adding handicap picnic tables. It was mentioned a block grant could help with the handicap tables and swing. The Committee will take time to look over the parks and come back with ideas for discussion at the next meeting.

Mr. Sobczak has submitted a budget for 2014 for what he feels are the Department's needs. Mr. Sobczak did an estimate for curb appeal for the parks at approximately 17 acres of park land to determine the quantity for four applications of pre-emergent, mosquito killer, weed killer, fertilizer, broad leaf, algae killer and an aquatic weed killer for the year. Mr. Sobczak included the equipment repair costs, general maintenance and a wish for a Vicon spreader. It was discussed that the Department has the money to by the spreader now. Sue Cox made a motion to purchase the Vicon spreader. Larry Landis seconded the motion. Aye votes all.

Mrs. Schwartz made a suggestion to increase the contractual and supply expense to \$40,000. There was a discussion on how to budget for future equipment with inflation. Mr. Sobczak was given a compliment on how the Department takes care of the equipment and gets a longer life from the equipment. There was a discussion on the current trucks and the desired trucks for the Department. The pay line was figured to the maximum by bumping each employee to the next level and given a three percent raise. The Committee will recommend the submitted budget to the Finance Committee.

Mr. Sobczak offered the idea of sharing a future purchase of a skid steer with the Streets Department and BOPA. The current skid steer has had a lot of wear and tear with the jack hammer. Mr. Sobczak will talk with Mr. Bittaker about the skid steer. Mr. Sobczak explained to the Committee that the purchase of the new excavator has saved the Village money by being able to dig more accurately and expressed his appreciation.

Larry Landis made a motion to adjourn the meeting and Sue Cox seconded the motion. All were in favor. The meeting was adjourned at 8:26 p.m.

Respectfully Submitted,



Barb Schwartz
Acting Parks Committee Chairman

Village of Seville Parks Committee Superintendents Report

Date: Sept, 23, 2013

Monthly work report

Scheduled trash pickup:

status:
Completed

Mowing:

*All parks, library, council bldg.

Park Right of ways,

cemetery and all trail mowing.

In progress

*Delinquent property's mowing.

In progress

landscaping & grounds maintenance:

*Regular flower & mulch bed maintenance.

In progress

*Downtown/parks flower bed watering as needed.

Completed

*Roundup (last one this year) infields.

Completed

*Memorial field aeration.

Completed

*Aeration of all parks.

In progress

*Fertilizing/weed control.

In progress

*Tree trimming.

In progress

Equipment service:

*Sharpened mower blades.

Completed

*Regular service, grease, oil, filters ext.

Completed

*Repair both front scalper wheels on ZD331 zero turn mower

Completed

Active park Projects:

Status:

*Assisted set up run for trails

Completed

*Pricing replacement tire swing.

In progress

*Tire swing removed/ reseeded area.

Completed

*Removed small (yellow) monkey bars.

Completed

*Cost saving... water-sealing pavilion posts, bridges, boardwalk, fishing dock, restroom at both Cy Hewit & Leohr parks.

Completed

*Removed 20 dead trees in Leohr park.

Completed

**Respectfully Submitted
Jon Sobczak**