

**Parks Committee Meeting Minutes
Wednesday, August 28, 2013**

Call to Order:

Chairman Roger Kilgore called the meeting to order at 7:08 p.m.

Roll Call:

Present: Chairman Roger Kilgore, Barb Schwartz, Larry Landis, Sue Cox, and Bonnie Gordon

Approval of Minutes:

Sue Cox made a motion to approve the minutes of July 24, 2013, and the motion was seconded by Larry Landis. Four aye votes. Bonnie Gordon abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

The attached report was submitted by Jon Sobczak. Mr. Sobczak asked permission to get extra trees with his leftover budgeted money. Permission granted. Mrs. Schwartz asked what kind of records Mr. Sobczak is keeping for the trees. Mr. Sobczak is using a map as a record of the trees planted. There was a discussion about which trees do well in certain areas.

Chair Kilgore reminded Mr. Sobczak to turn in property mowing records to Mr. Jim Carrick. Mr. Sobczak reported there is just one property that has been mowed.

Privilege of the Floor:

None.

New Business:

Mr. Sobczak would like to use a contractor, used by BOPA, to remove trees in Cy Hewit Park. Mr. Sobczak will also check to get the tree stumps ground out.

Mrs. Schwartz asked Mr. Sobczak to replace the tattered flag at the Municipal Building.

Old Business:

Mr. Sobczak gave the Committee an updated job description for the Assistant Streets and Parks Superintendent for their review. There was a short discussion on the combined responsibilities.

Mr. Sobczak was asked about the property line for the cemetery. Mr. Sobczak explained he used the red and white posts as guidelines and discussed their locations.

Parks Committee Meeting Minutes
Wednesday, August 28, 2013
Page 2

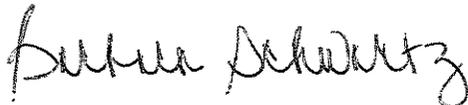
Old Business (continued):

Mr. Sobczak submitted a first draft of the 2014 Parks Budget. The Committee reviewed some of the categories and numbers. There was a discussion about using the actual spending amounts verse last year's budgeted amounts. Mr. Sobczak explained the purchase of fertilizer, weed killer, and mosquito supplies will be added expenses. Mr. Sobczak is working with Rick Gray and Alex Cooper to have an understanding of the budget. Mr. Sobczak will continue to work on the budget and answer the concerns of the Committee.

Mr. Sobczak reported for insurance reasons he will need to remove the tire swing and monkey bars. Sue Cox made a motion for Mr. Sobczak to remove the tire swing and the yellow monkey bars. Larry Landis seconded the motion. Aye votes all. There was a brief discussion about the playground equipment in the budget. Mr. Sobczak will check around for prices for replacing equipment.

Larry Landis made a motion to adjourn the meeting and Barb Schwartz seconded the motion. All were in favor. The meeting was adjourned at 8:02 p.m.

Respectfully Submitted,



Roger Kilgore
Parks Committee Chairman

*Meeting
Chair*

**Village of Seville
Parks committee
Superintendents report**

Date: August 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 (spraying) all infields

In progress

*Memorial field preparation (football)

In progress

*Fertilizing/weed control

In progress

*Tree trimming

In progress

Equipment service:

*Sharpened mower blades.

Completed

*Regular service, grease, oil, filters ext.

Completed

Active park Projects:

Status:

*Spraying for mosquitoes in all parks.

In progress

*Tire swing remove/replace

Assessing

*Rehab/remove small (yellow) monkey bars

Assessing

*Cost saving... water-sealing

bridge (leohr park)

In progress

*Removing dead trees in Leohr park.

In progress

**Respectfully Submitted
Jon Sobczak**

BUDGET
 UPDATED 07-24-2013
 PARKS

2014 BUDGET 2013 BUDGET

1000-320-190	Wages	74,760.00	71,050.00
1000-320-211	OPERS (WAGES X .14) ROUNDED	10,500.00	10,004.00
1000-320-213	Medicare (WAGES X .0145) ROUNDED	1,102.00	1,050.00
1000-320-221-	Health	-	-
1000-320-221-2200	Health insurance consortium	-	-
1000-320-222	Life	-	-
1000-320-223	Dental	-	-
1000-320-353	Liability (ADD 30%) ROUNDED	1,200.00	950.00
1000-320-225	Workers Comp (ADD 10%) ROUNDED	1,050.00	1,000.00
1000-320-270	Uniforms	-	-
1000-320-321	Telephone	-	-
1000-320-399	Contractual	19,760.00	19,600.00
1000-320-490	Supplies	16,260.00	16,171.00
1000-850-710-0001	Principal	-	-
1000-850-720-0001	Interest	-	-
	subtotal general fund	124,632.00	119,824.99

2013 BUDGET 2013 BUDGET

2902-	new park improvement	10,000.00 ✓	10,000.00
2906-	park donations	4,500.00 ✓	4,500.00
2909-	bike trail	44,000.00 ✓	44,000.00
2911-	leohr park tree fund	1,500.00 ✓	1,500.00
4904-	park capital project	45,700.00	45,671.86
4905-	park note principal	-	-
4905-	park note interest	-	-
4906-	downtown decorations	400.00	400.00
		106,100.00	106,071.86
	TOTAL	230,732.00	225,896.85

contractual

1000-320-399	communications	725.00	700.00
	utilities	1,050.00	1,000.00
	rent & leases	500.00	450.00
	training	525.00	500.00
	maintenance	12,900.00	12,500.00
	insurance	2,100.00	2,010.00
	advertising	60.00	50.00
	misc	1,900.00	1,800.00
			590.00
		19,760.00	19,600.00

supplies

office	110.00	100.00
fuel	7,550.00	7,300.00
repairs maintenance	7,750.00	7,500.00
tools	850.00	800.00
		471.00
	16,260.00	16,171.00