



STREETS & PARKS COMMITTEE MEETING MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 10/17/2022

- I. Call to order: Mrs. Rhoads called the meeting to order at 7:20 p.m.
- II. Roll Call: Present; Leslie Miller, Kathy Rhoads, Sue Frey

Absent: Sue Cox, Bonnie Gordon
- III. Amendments to agenda: Mrs. Rhoads moved to add discussions concerning ordinance 2009-38, park permit form specifying use for events vs. park use and review of parks permit requests added to the agenda. The motion was seconded by Mrs. Miller and passed unanimously.
- IV. Approval of minutes: Mrs. Frey moved to approve minutes from 09/19/2022. The motion was seconded by Mrs. Miller. The motion passed unanimously.
- V. Streets & Parks Commissioner's Report: Mr. Sobczak recapped the activity from the Street/Park department. A copy of the report is attached.
- VI. Privilege of the floor: Mrs. Rhoads advised of a text received from Mr. Sturgeon stating that Muskingham Watershed may be interested in the old BOPA building. Mr. Sobczak's contact information was given for in order for a representative from Muskingham Watershed to see the location.
- VII. New Business: Discussion to review ordinance 2009-38 resulting from a recent incident with juveniles at Cy Hewit park tipping over portable restroom if convicted. A copy of that ordinance is attached for review. There was a discussion regarding the parks event permit and if it is informative enough and if there should be amendments made in order handle reservations efficiently for all parties. Until/if we create a more informational permit it was questioned if we should review permit requests during meetings.
- VIII. Downtown Business Association Report: Mrs. Miller gave report. A copy of the report is attached.
- IX. Pending/Completed Legislation:

2022-46

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ACCEPT A GRANT FROM THE 2022 COMMUNITY DEVELOPMENT BLOCK GRANT FROM MEDINA COUNTY.

The second reading has been completed.

2022-49

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO ESTABLISHING THE SALARY AND THE BENEFITS OF THE VILLAGE FORESTER.

The third reading has been completed.

2022-57

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO AMENDING THE VILLAGE OF SEVILLE'S SALARY AND BENEFITS CODE RELATED TO MERIT RAISES FOR EMPLOYEES FOR THE YEAR 2023.

The second reading has been completed.

X. Old business:

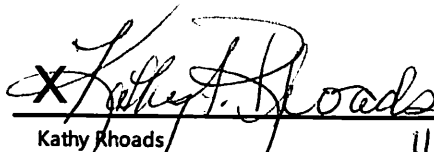
44/46 W. Main Street – No change

Tree and shrub donation policy – No change

Update on art project in Maria Stanhope Park – No change

XI. Privilege of the floor: None

XII. Adjourn: Mrs. Miller moved to adjourn. The motion was seconded by Mrs. Frey. The motion passed unanimously. The meeting adjourned at 8:05 p.m.


Kathy Rhoads
Chairwoman

11-21-2022

Seville Street & Park Superintendents Report

October 17, 2022

Project Status Target finish

Park/Street maintenance work:

(Regularly Scheduled seasonal work)

Seasonal work

*Mowing all parks

Completed

*Mulching all parks, council & downtown

*Tree/brush trimming along roadways

*Trash pickup parks/streets

(Twice Weekly)

*Parks cleanup pavilions, grounds ext.

*Sweeping all village streets

Park/Street repairs:

*Brush/stump & tree removal from all Parks

(creek & surroundings)

On Going

*Asphalt patching throughout village

As Needed

Sign repairs:

Status:

*Replacing old signs with new compliant

Phase 2 2022 (documented)

In Progress

Dec. 30th

Equipment service:

*Routine equip, maintenance
(Oil, grease, tires, bulbs ext.)

On Going

Active projects:

Project Status:

*Mowing all village owned property	In Progress
* Maintaining all village flower beds	In Progress
*2022 concrete tear out/replacement	Completed
*Playground equip. replace/repair	In Progress
*installation of 88 new street signs/posts	In Progress
*Maintenance & repairs to all equipment	In Progress
*Trail extension	In Progress
*Phase 3 of Cy Hewit/Tisher trail	Maintaining

***Update on trail extension:**

We've finished up with road construction projects for the 2022 calendar year however this also starts leaf pick up season which lasts till the end of November, we'll get into trail work as soon as we can as we're looking forward to it's continuance.

we will continue on the trail when the weather is a little more in our favor.

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

Respectfully submitted by

Jon Sobczak



October Meeting Notes

1 message

Treasurer report: \$4,237.16

Katie Rufener is the new DSBA secretary (thanks, everyone!)

A Gathering in the Village Recap

- Great event hosted by Denise at Rustewelle & Barker
- Lots of new customers in downtown Seville
- Denise is planning another event for Sunday, May 21st

Spooktacular Event Details

- Saturday, October 22nd 5-7 pm
- DJ Amy will be setup outside of library
- East Main (between Seville Flower and Kids Korner) will be closed off for event
 - Canine Companions setting up obstacle course for animals
 - 5 vendors will be setup (all pet related)
 - Donated raffle baskets will be setup, Canine Companions handling additional raffle ticket sales
- Photobooth will be setup on brick wall of Seville Flower (facing Center St)
- Moonstone coffee truck cancelled, looking for a potential new option (although its last minute)
- Janine will be fortune teller (there will be a charge but all proceeds go to DSBA)
- Cotton candy from Pop's Place (Shell to confirm with Dave)
- Zack & Wendy are donating candy bags, these will be available to pickup at Velvet's
- Raffle baskets need turned into Shell ASAP, proceeds are split 50/50 between DSBA and Canine Companions
- Please have 100 treats (try to make it something a little fancier than fun size candy bars) at your shop to hand out to customers
- Shell also had a great idea to include a promotion or business card with your treat for customers to use at Christmas Preview (i.e. \$10 off a purchase of \$50+ at Christmas Preview)

Action items:

- 1. Please turn in raffle baskets to Shell ASAP if you plan to donate**
- 2. Please have 100 treats to hand out to customers at your shop**

Christmas Tree Lighting

- Friday, November 11th 5-7 pm
- Everything is good to go with new tree, it can be setup anytime
- Mr & Mrs Martin will be Mr & Mrs Claus
- Polar Express to bring in Mr & Mrs Claus
 - Polar Express is a tractor that looks like polar express train from Acres of Fun
- Live music will be by a local church group (correct me if I'm wrong, Velvet)
- Discussed oldest resident in Seville lighting tree
- Discussed hot chocolate and cookies in Rosie

Christmas Preview

- Saturday, November 12th 10-5 pm
- There will be a horse drawn carriage
 - \$600 (going to be paid for/sponsored by Seville Chamber and a few others TBD)
- Face painting potentially at library by EnchantaRoo (same person who painted faces for Fall Foliage)
- Gift basket raffle at library, I will send a separate email on this with more details
 - If you want to participate, respond to my email "Christmas Preview Raffle Baskets" so Katie G knows who is participating
 - Baskets will need turned in by Tuesday, November 8th to the library

Action items:

- 1. Respond to Christmas Preview Raffle Basket email if you want to participate**
- 2. Turn in gift basket by Tuesday, November 8th to the library**

Cookie Connection

- 8 participating downtown businesses
- 3 bakers lined up to bake cookies
- Velvet is requesting a gift card from participating businesses, please get them to Velvet by Saturday, November 26th

Action item:

- 1. Gift card to Velvet by Saturday, November 26th if you are participating**

Additional Updates:

- Smith & Co moving to Creston, OH
 - Building accepting bids for rent (owned by the Village)
- Last Friday (10/7) there was a man under the influence of drugs and/or alcohol roaming the streets in Seville. He tried opening the back door of Modern Legacy but it was locked. He was digging in the plants at Rustewelle & Barker. Police were called and they resolved everything quickly. A good reminder to keep your back doors locked if you are working alone.

Thanks!
Katie