



**Parks & Streets Committee Meeting Minutes  
Wednesday, June 24, 2015**

**Call to Order:**

Chair Kathy Rhoads called the meeting to order at 6:46 p.m.

**Roll Call:**

Present: Chair Kathy Rhoads, Larry Landis, Carol Carter, Sue Cox, and Bonnie Gordon.

**Approval of Minutes:**

Bonnie Gordon made a motion to approve the Parks & Streets Minutes of May 27, 2015, and the motion was seconded by Larry Landis. Four aye votes. Carol Carter abstained. The minutes were approved as written.

**Parks & Streets Commissioner's Report:**

Mr. Sobczak's report is attached. Mr. Sobczak explained he is participating with the Jobs for Ohio Graduates again. The Department is working with four young men. Mr. Sobczak reminded the Committee this is a mentoring program. Mr. Sobczak explained he has learned more about mosquitoes and he realizes what a battle it can be. Carol Carter complimented the young men on their ability to work without supervision and the courtesy that has been demonstrated.

There was further discussion about mosquitoes. The remedy is to keep the grass cut and don't have standing water. Maintenance is more important than the chemicals. The mosquitoes are becoming chemical resistant.

**Privilege of the Floor:**

Chair Rhoads reported the department added a needed project of painting the gazebo before the garage sale. Mr. Sobczak thanked the Committee and Mayor to allow the department to have the personnel that is needed to be able to complete the work.

Mrs. Miller shared a picture of a sign the downtown businesses are working to get installed at the four corners of downtown. Mr. Sobczak will work with Kevin Bittaker of the Board of Public Affairs for the installation of the desired signs.

Mrs. Miller proudly announced the Village of Seville received a block grant for over \$38,000. These funds will help finish the tot lot at Cy Hewit and other projects. The Village has received over \$100,000 in park grants in four years.

**New Business:**

Chair Rhoads asked permission to discuss the agenda's new business out of order. Committee agreed that was acceptable.

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New Business (continued):

Chair Rhoads and Mr. Sobczak shared the hiring of the new full-time employee, Cody Sheffield, has been completed. Chair Rhoads shared there has been a public request made for information on the hiring process. Chair Rhoads will share a copy of the meeting minutes for the request. Chair Rhoads said nothing further needs to be done in regards to hiring a new employee. The Committee agreed.

Chair Rhoads said the review of employee responsibilities needs nothing further at this time. The Committee agreed.

In regards to the review of Ordinance 2011-14 regarding park rules and the Special Events Park Permit; Chair Rhoads asked the Committee if any one felt there were any changes needed. The Committee agreed to leave both documents as is.

Chair Rhoads confirmed that Run for The Trails will be on Labor Day, September 7<sup>th</sup>.

Future Budget Items:

Chair Rhoads shared prior to this meeting there was a Town Hall Meeting for the 5 year resurfacing plan. Plans have been made for the block grants. Leslie Miller reminded the Committee to budget the change in cost for the downtown flower pots and flags.

Pending Legislation

22015-29 setting the number of full time street department employees. Council passed on June 8<sup>th</sup>.

2015-27 an ordinance for the purchase of the Kubota mower. Council passed on June 8<sup>th</sup>.

2015-26 an ordinance amending the Employee Handbook to allow the Parks & Streets Superintendent a Village Credit Card. Council passed on June 8<sup>th</sup>.

2015-11 – an ordinance for a contract for mosquito control. The ordinance was not adopted due to the Parks Department having a certified mosquito control employee.

Old Business:

The progress for the Run for the Trails expansion has been slow. The Committee would like to make the August meeting's main focus the Run for the Trails process. This will be after the completion of the land purchase. The purchase will vary the direction of the trail. Mrs. Gordon had a packet of information on grants available for trails to share with the Committee. July's agenda will include talking about due dates for the grants and the bridge specs.

Mr. Sobczak said the snow ban signs are still being priced.

At this time, the date for the arrival for the new park signs is unknown. An update will be available for July's meeting.

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Privilege of the Floor:

None.

Larry Landis made a motion to adjourn the meeting and Bonnie Gordon seconded the motion. All were in favor. The meeting was adjourned at 7:21 p.m.

Respectfully Submitted,



Leslie Miller

Acting Parks & Streets Committee Chair

# Seville Parks & Streets Superintendents Report

**Monthly work report:**  
June 24, 2015

**Project Status**

**Target finish date**

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

- \*Mowing & weeding all parks, council, library & all village owned grounds
- \*Fertilizer applied to lawns
- \*Watering all flower beds Downtown
- \*Dragging all baseball fields (applying round-up as needed)
- \*Tree/brush trimming along roadways
- \*Trash pickup parks/streets
- \*Parks cleanup pavilions, grounds ext.
- \*Street sweeping all streets, parking lots, drives & trails

In Progress  
Completed  
Twice weekly  
Completed  
  
In Progress  
In Progress  
Daily  
  
In Progress

**Park/Street repairs:**

- \*Brush/stump & tree removal from all Parks (creek & surroundings)
- \*Pot hole patching throughout village
- \*Repairing rotten wood on boardwalk and railing along walking trail
- \*Removing dead trees from Leohr Park

In Progress  
In Progress  
  
In Progress  
In Progress

July-Aug.

**Sign repairs:**

- \*Replacing old signs with new compliant Phase 3 (all replacements documented)
- \*Getting quotes on new sign purchases

**Status:**

In Progress  
In Progress

Dec. 30<sup>th</sup>

**Equipment service:**

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

Completed

**Active projects:**

- \*set up/clean up for yard sale
- \*Replacing all parks trash cans with new
- \*Preparation to paint all pavilions at Cy Hewit park

**Project Status:**  
Completed  
In Progress  
  
Planning Stage

*Back filling/seeding Memorial Park parking lot & storm sewer	Completed
*Right of way clearing Ryan Rd.	In Progress
*Ditching along Ryan rd.	In Progress
*Pavement painting throughout the village (cross walks, stop bars, parking spaces ext.)	In Progress
*Excavating 70×100 ft. area for new youth baseball batting cage	Planning Stage
*Sidewalk program 2014 uncompleted	Turned In

\* Seville Parks & streets are once again partnering with Medina county's jobs for Ohio graduates program this summer. We are proud to say that we are currently working with 4 participants through this mentoring program, together we can help young adults gain useful on the job experience, self respect and a sense of pride while they learn to earn!

\*Mosquito fogging took place on June 11<sup>th</sup> starting at 7:45 pm and finishing at 10:15 pm , we used 480 oz of Anvil 2+2 ULV product at a rate of 5 oz per minute throughout the entire village. Medina Co. Health Dept. deposited mosquito dunks throughout Seville and its surroundings area, next scheduled mosquito fogging is July 2<sup>nd</sup>,

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

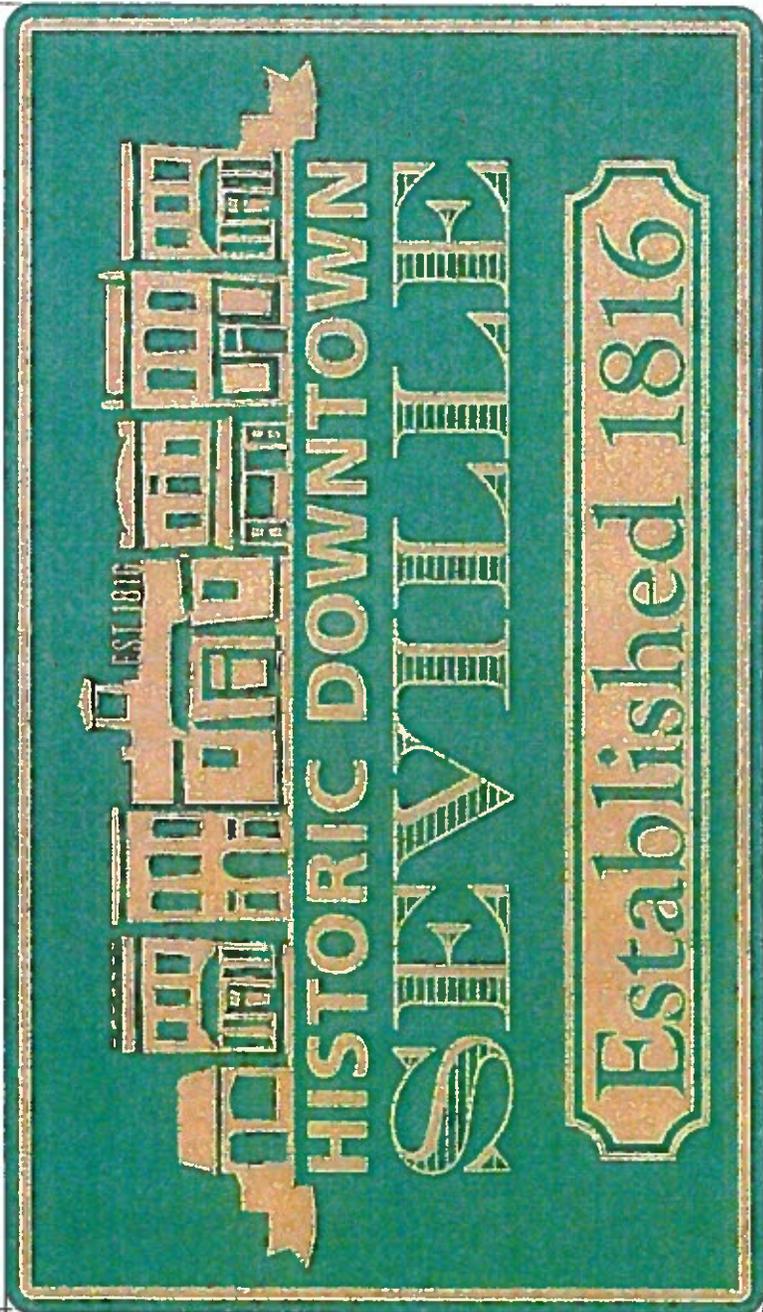
**Respectfully Submitted by  
Jon Sobczak**

<b>Customer</b> Historic Seville	
<b>Signature</b>	
<b>Date</b> 5/15/15	
<b>Drawing_#</b> HS-001	<b>REV.</b> A
<b>File Name</b> Historic_Signs.cdr	
<b>Artist</b> Chris	
<b>Signage Details</b> Aluminum w/ Vinyl. \$40-60	
<b>Notes</b>	

**APPOLITO**  
*Signs*

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 Phone: (330) 952-1277  
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