



**Parks & Streets Committee Meeting Minutes  
Monday, March 21, 2016**

Call to Order:

Chair Kathy Rhoads called the meeting to order at 7:22 p.m.

Roll Call:

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

Approval of Minutes:

Bonnie Gordon made a motion to approve the Parks & Streets Minutes of February 17, 2016, and the motion was seconded by Leslie Miller. Four aye votes and Sue Cox abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

Mr. Sobczak's report is attached.

Privilege of the Floor:

None.

New Business:

Chair Miller reported Jane Webb planted pansies and would be sending a bill for \$200. These flowers are part of the current budget.

Chair Rhoads brought up the discussion of allowing a petting zoo in the Cy Hewit Park. The Committee discussed if they follow the guidelines given by Mr. Lesiak and clean up and remove all animal waste from the park; the petting zoo should be allowed.

The Committee discussed two quotes given for deep cleaning services for the Municipal Building excluding the Board of Public Affairs office. Marks Cleaning offered to add the Board of Public Affairs office for an additional \$140.00. There was a discussion the walls would need to be cleaned before any painting could be considered. Leslie Miller made a motion to recommend to the Finance Committee to use Marks Cleaning Service to clean the Municipal Building for \$840.00. Sue Frey seconded the motion. Aye votes all.

Future Budget Items:

None.

Pending/Completed Legislation

Resolution 2016-01 is declaring it necessary to construct and/or repair certain sidewalks. Council passed on March 14th, 2016.

**Parks & Streets Committee Meeting Minutes**  
**Monday, March 21, 2016**  
**Page 2**

Pending/Completed Legislation (continued)

Ordinance 2016-14 is for the purchase of a 2016 Ford F-Series SD Truck. Council passed on March 14<sup>th</sup>, 2016.

Old Business:

Park signs are still in progress.

Mosquito control will be done in-house. The tentative schedule is May 26<sup>th</sup>, June 16<sup>th</sup> and 30<sup>th</sup>, July 21<sup>st</sup>, August 11<sup>th</sup>, and September 1<sup>st</sup>. These dates are subject to change without notice. Dates will be posted in the Board of Public Affairs newsletter and the Village website. Mr. Sobczak is still researching bat houses and strategic placement options.

Mr. Sobczak is working with Jeff VanLoon with Medina County Parks to help the Monarch butterflies.

Mr. Sobczak reported the Board of Zoning Appeals meeting is Monday, March 28<sup>th</sup>, requesting a variance for the setbacks of the salt shed.

Leslie Miller shared they are preparing the grant wish list for 2016. Mr. Sobczak is working on finding information for adult ADA accessible out door fitness equipment and another restroom for Memorial Park. Information on the park equipment can be found at [info@greenfieldfitness.com](mailto:info@greenfieldfitness.com). Chair Miller said the beautification grant is hard to obtain. Mr. Sobczak confirmed there are eleven ADA sidewalk ramps to install this year. Walkways to the Gazebo at Maria Stan Hope Park were discussed. Also suggested, was a walkway to the bleachers and a cement pad at Memorial Park to be ADA accessible.

There was a discussion about making the Village Municipal Building doors ADA accessible. The general feeling was the doors could not be in the grant request but Council could take on the responsibility.

The Committee discussed record storage at the current office and the old Village Hall. The Committee would like to see the Records Committee review the documentation before any decisions are made. If documentation needs to be condemned, extra storage may not be necessary. Chair Rhoads will confirm with Mr. Lesiak questions about guidelines including statutory, condition, and scanning documentation.

The Committee reviewed a map of the new property purchased for the trail expansion. The Committee agreed a work session will be needed to come up with trail alternatives. The concerns are getting permission to cross the railroad tracks.

**Parks & Streets Committee Meeting Minutes**  
**March 21, 2016**  
**Page 3**

Old Business (continued)

Mr. Sobczak presented the Committee with quotes to replace the Lions Pavilion roof due to snow and ice damage from two years ago and repair the Tisher Building at Cy Hewit Park. This project is included in the budget. After discussion, Sue Frey made the motion to accept the estimate from 44 Builders for the Lions Pavilion and Tisher Building. Leslie Miller seconded the motion. Aye votes all.

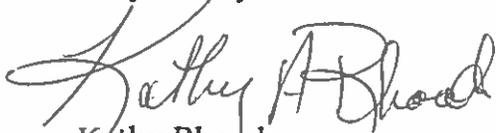
Chair Rhoads would like to discuss a Facebook page for the Parks & Streets Department at the April meeting. Further information will be needed from Mr. Lesiak.

Privilege of the Floor:

None.

Leslie Miller made a motion to adjourn the meeting and Sue Cox seconded the motion. All were in favor. The meeting was adjourned at 8:49 p.m.

Respectfully Submitted,



Kathy Rhoads  
Parks & Streets Committee Chair

## Seville Parks & Streets Superintendents Report

**Monthly work report:** **Project Status**  
 March 21, 2016 **Target finish date**

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

- \*Clean up all flower beds In Progress
- \*Tree/brush trimming along roadways In Progress
- \*Trash pickup parks/streets Daily
- \*Parks cleanup pavilions, grounds ext.

**Park/Street repairs:**

- \*Brush/stump & tree removal from all Parks  
 (creek & surroundings) On Going
- \*Asphalt patching throughout village In Progress

**Sign repairs:**

- \*Replacing old signs with new compliant  
 Phase 1 2016 (documented) **Status:**
- In Progress Dec. 30<sup>th</sup>

**Equipment service:**

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

**Active projects:**

- \*Widening Cy Hewit driveway  
 & creating a hard berm for parking **Project Status:**
- \*Setting fence back 3 ft. at Cy Hewit  
 parking lot landscaping with stone In Progress
- \*Waiting on zoning to approve salt shed plans In Progress
- \*plow/salt village wide Completed
- \*Working with Enviro signs to create  
 Children at play, Markley Field &  
 Various signs throughout our parks In Progress
- \*Estimating asphalt road repairs 2016 Completed
- \*Ready to let out to bid Road Repairs Completed
- \*Estimating Cy Hewit park asphalt repairs Completed
- \*Sidewalk program 2016 repairs  
 layout, mark and document all In Progress

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

**Respectfully Submitted by  
Jon Sobczak**