



**Parks & Streets Committee Meeting Minutes  
Monday, September 19, 2016**

Call to Order:

Chair Kathy Rhoads called the meeting to order at 7:12 p.m.

Roll Call:

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

Absent: Sue Frey

Approval of Minutes:

Leslie Miller made a motion to approve the Parks & Streets Minutes of August 15, 2016, and the motion was seconded by Chair Kathy Rhoads. Two aye votes. Mrs. Gordon and Mrs. Cox abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

Mr. Sobczak's report is attached. Mr. Sobczak reported the electrical lighting option for the flag poles would cost approximately \$15,000.00. Mr. Sobczak has found a commercial LED solar light option. The total cost would be \$1,641.60. The committee discussed the options of the type of light and costs. Leslie Miller made a motion to purchase the solar flag pole lights. Sue Cox seconded the motion. Aye votes all.

Mr. Sobczak presented information on a zero turn mower that will be available for trade next year. Mr. Sobczak has been offered to trade now and purchase the new one for \$6,500.00 with trade. Leslie Miller made a motion to proceed with the mower trade/purchase. Bonnie Gordon seconded the motion. Aye votes all.

Privilege of the Floor:

Bonnie Gordon mentioned the Seville Animal Hospital would like to donate trees to the parks as memorials for pets. Mrs. Gordon will let them know they can purchase the trees and donate them to the Village.

Mrs. Gordon complimented the department on the upkeep of the trails. Mrs. Cox said she has heard wonderful comments from people that live outside the Village.

Leslie Miller announced that the Village has the ball rolling for possible park grant funds for the second phase of the tot-lot and the handicap fishing pier at Leohr Park.

New Business:

The Village has received a proposal for a national and statewide bicycle route. The committee discussed the proposal and will consult with Mr. Lesiak on how to proceed.

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Future Budget Items:

The Committee discussed the draft budget for 2017. Chair Rhoads said the funds will stay similar but the Village is waiting on final numbers. Chair Rhoads proposed to the committee to find a way to replenish the trail fund. The funds are needed for support to matching grant funds. There was a discussion that the purchased property for the trail has to be strictly for the trail.

Pending/Completed Legislation

None.

Old Business:

Mr. Sheetz asked about the trail plans. The Committee confirmed connecting with Park Avenue is part of another expansion effort. The current plan includes extending to Greenwich Road. The Committee discussed having a Run for the Trail expansion work session with Tom James on Tuesday, October 4<sup>th</sup>, at 6:30 p.m.

The Committee discussed the records storage situation. Mrs. Fontana is expected to call Chair Rhoads about storage options. Chair Rhoads brought up the idea of scanning documentation. It was noted the State recommends keeping records due to the rapid change of technology. There was a discussion about receiving three proposals. The Committee discussed the need for access to old documents and BOPA records.

The Committee discussed the Red Oak Park planning is in progress and looking into grants for a nature preserve. Mr. Sheetz passed out a sheet with ideas for the parks and the Village. The Committee discussed options for the park.

There is not an update on the Street Plan and BOPA new water line at this time.

Mr. Sobczak confirmed the phase two of the streets plan should be worked on within the week. The Committee discussed keeping a five year rolling plan for the streets and start working on the next phase for 2021. This allows a vision for the department and future committees.

Privilege of the Floor:

The Committee asked to confirm Halloween notifications are available with the BOPA newsletters and the website.

Mrs. Miller confirmed the mums are from Jane at Seville Flower & Gifts and Boyert's will be picking up the flower pots to be planted for next year. There was a discussion about the wonderful things Jane does for the Village and asked the Mayor for special recognition for Jane.

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Privilege of the Floor (continued):

Chair Rhoads brought up the topic of taking plants out by the Seville Auto Parts Store and planting a flower garden for the butterflies and painting the electrical box.

Mr. Sobczak said there is a tree and flower fund in the budget for 2017.

Sue Cox made a motion to adjourn the meeting and Leslie Miller seconded the motion. All were in favor. The meeting was adjourned at 8:32 p.m.

Respectfully Submitted,



Kathy Rhoads  
Parks & Streets Committee Chair

# Seville Parks & Streets Superintendents Report

**Monthly work report:**  
September 19, 2016

**Project Status**      **Target finish date**

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

- |  |              |
|--|--------------|
| *Clean up all flower beds              | Weekly       |
| *Mowing all parks                      | twice weekly |
| *Mowing all village owned property's   | As Needed    |
| *Tree/brush trimming along roadways    | In Progress  |
| *Trash pickup parks/streets            | In Progress  |
| *Parks cleanup pavilions, grounds ext. | Daily        |

**Park/Street repairs:**

- |  |             |
|--|-------------|
| *Brush/stump & tree removal from all Parks<br>(creek & surroundings) | On Going    |
| *Asphalt patching throughout village                                 | In Progress |
| *Concrete repairs parks and streets                                  | In Progress |

**Sign repairs:**

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

**Equipment service:**

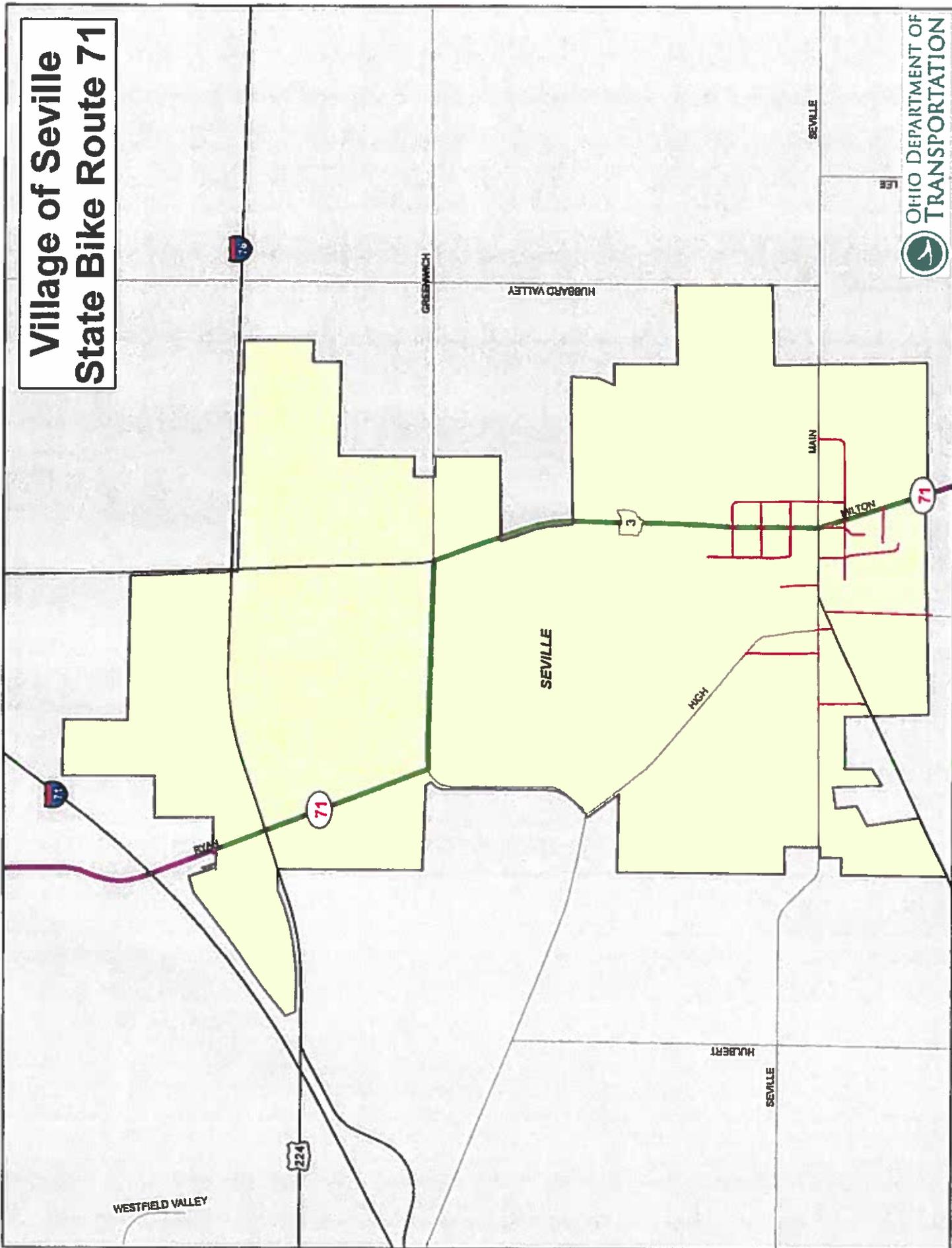
- |   |          |
|---|----------|
| *Routine equip, maintenance<br>(Oil, grease, tires, bulbs ext.) | On Going |
|---|----------|

**Active projects:**

- |   |             |
|---|-------------|
| <b>Project Status:</b>  |             |
| *Repaired/replaced all hot mix asphalt<br>where water main breaks a cured 2016  | Completed   |
| *Removed 9 dead/dying trees at<br>Cy Hewit park "safety reasons"  | Completed   |
| *Worked with the Chippewa water shed<br>to remove fallen/hazardous trees  | Completed   |
| *Repairs and maintenance to the<br>memorial boulder and plaques   | In Progress |
| *We have fogged the Village again For mosquitoes on September 1 <sup>st</sup> As well as<br>spraying all parks properties including roadway vegetation. |             |
| *Target dates on projects are subject to change due to work load or weather.  |             |

**Respectfully Submitted      Jon Sobczak**

# Village of Seville State Bike Route 71



# Medina County State Bike Route 71

