



**Parks & Streets Committee Meeting Minutes
Monday, March 19, 2018**

Call to Order:

Chair Kathy Rhoads called the meeting to order at 7:17 p.m.

Roll Call:

Present: Chair Kathy Rhoads, Leslie Miller, Rick Vierheller, and Sue Cox

Absent: Bonnie Gordon

Approval of Minutes:

Leslie Miller made a motion to approve the Parks & Streets Minutes of February 20, 2018, and the motion was seconded by Rick Vierheller. Three aye votes. Mrs. Cox abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

Mr. Sobczak's report is attached. Mr. Sobczak said the department would be taking advantage of a pollinator tree sale at Rural King. Mr. Sobczak said the Ford 550 truck that was ordered in October is expected to be completed in four weeks. The Cloverleaf School District is planning on purchasing the old truck.

Privilege of the Floor:

None.

New Business:

Chair Rhoads announced the Easter Egg Hunt will be Saturday, March 24th at 1 PM in Cy Hewit Park.

Chair Rhoads asked for clarification on the sidewalk Exhibit A for 2017 incomplete and 2017 bid list ordinances. Mr. Sobczak said the information is constantly changing through the years depending on completion of sidewalks done by owners at different times and payments toward assessments.

Mr. Vierheller asked about the movement of trees on West Maple. Mr. Sobczak said the plans are there and just waiting for the weather to change.

Chair Rhoads made a motion to amend the agenda under Future Budget Items. Leslie Miller seconded the motion and everyone voted aye.

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Future Budget Items:

Mr. Sobczak stated the streets map is workable plan and he plans to work within the department's abilities. Mr. Sobczak explained the actual costs of certain projects may come in lower than the budgeted amount. Mr. Sobczak asked the Committee to keep the extra money in the 2019 Parks & Streets Budget. The Committee agreed that saving the extra money for Parks & Streets budget is the proper thing to do.

Pending/Completed Legislation

2018-01 – Resolution declaring it necessary to construct and/or repair certain sidewalks. Council passed March 12, 2018.

2018-03 – Resolution authorizing the application for a grant from the 2018 Community Development Block grant from Medina County. Council passed March 12, 2018.

2018-07 – Ordinance authorizing the Street Department to demolish structures upon 6 Spring Street. The second reading was March 12, 2018 and the ordinance was tabled.

Old Business:

Chair Rhoads explained the Run for the Trails expansion showed the surveyed and transferred property was originally done incorrectly. Mr. Sobczak is working GPD and a third party for a possible quit claim deed for one of the properties. The owner is deceased and the estate is closed. The 2018 grant deadline has passed and the Committee will continue to work toward a 2019 application.

Mr. Sobczak has a company that will look at 6 Spring Street and give a broken down estimate for removal.

Chair Rhoads said she will look into the process of condemning documents and record retention requirements. Chair Rhoads reminded the Committee the responsibility of the records ultimately lies with the Fiscal Officer.

Privilege of the Floor:

Chair Rhoads announced the Department was allocated \$15,000 from the grant from the State of Ohio Capital Budget for years 2019-2020. This grant will be for the bathroom at Memorial Park. Chair Rhoads thanked her daughter, Miss Hewit, Jeremy Sisler, and Kelly Reed for their community support with the grant application.

Chair Rhoads said Mr. Sobczak had an excellent performance evaluation and asked the Committee for an approval to give Mr. Sobczak a 1% raise in addition to the 1% raise given to the Village Employees. Mrs. Cox made the motion to give Mr. Sobczak a 1% raise retroactive to January 1, 2018. Mr. Vierheller seconded the motion. Aye votes all.

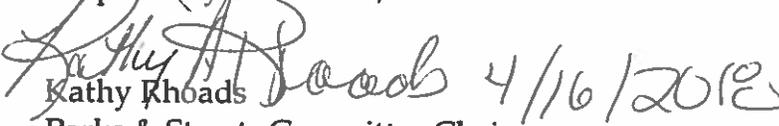
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Leslie Miller made a motion to adjourn the meeting and Rick Vierheller seconded the motion. All were in favor. The meeting was adjourned at 8:09 p.m.

Respectfully Submitted,


Kathy Rhoads
Parks & Streets Committee Chair

4/16/2018

Seville Parks & Streets Superintendents Report

Monthly work report: **Project Status**
 March 19, 2018 **Target finish date**

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

- *Preparing all flower beds for spring Seasonal
- *Mowing all parks
- *Mowing all village owned property's
- *Tree/brush trimming along roadways
- *Trash pickup parks/streets In Progress
- *Parks cleanup pavilions, grounds ext.

Park/Street repairs:

- *Brush/stump & tree removal from all Parks
 (creek & surroundings)
- *Asphalt patching throughout village In Progress
- *Concrete repairs parks and streets Planning Stage

Sign repairs:

- *Replacing old signs with new compliant
 Phase 1 2018 (documented) **Status:**
- In Progress Dec. 30th

Equipment service:

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

Active projects:

- *Assessing park parking lots & concrete
 streets for 2019 repairs **Project Status:**
- *Plow & salt all village roads In Progress
- *Built 20 blue bird houses and
 2 squirrel boxes for our parks Seasonal
- *Sidewalk list for 2018 repairs Completed
- *Sidewalks list (unfinished) 2017 Turned In
- Turned In

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

Respectfully Submitted
Jon Sobczak