



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

Call to Order:

Chair Kathy Rhoads called the meeting to order at 7:31 p.m.

Roll Call:

Present: Chair Kathy Rhoads, Leslie Miller, Rick Vierheller, and Bonnie Gordon

Absent: Sue Cox

Amendments to Agenda:

Chair Rhoads asked the Committee to make an amendment to the agenda to discuss the mowing charges in old business. Mrs. Miller made the motion for the amendment change to the agenda. Mr. Vierheller seconded the motion. Aye votes all.

Approval of Minutes:

Leslie Miller made a motion to approve the Parks & Streets Minutes of October 15, 2018, and the motion was seconded by Rick Vierheller. Three aye votes. Bonnie Gordon abstained. The minutes were approved as written.

Parks & Streets Commissioner's Report:

Mr. Sobczak's report is attached. The Committee discussed the vandalism at the new bathroom in Cy Hewit and how to help prevent vandalism with cameras. Mr. Sobczak said they will continue to pick up leaves as long as weather permits.

Privilege of the Floor:

None.

New Business:

Mr. Sobczak reported The Village does not need to purchase any Christmas decorations for downtown at this time. The Downtown Business Association has been purchasing anything necessary. The Department has been assisting with installing and storing the Christmas decorations.

Mrs. Miller announced Roscoe Rarities has closed.

Future Budget Items:

None.

## Parks & Streets Committee Meeting Minutes

Monday, November 19, 2018

Page 2

### Pending/Completed Legislation

2018-17 - Ordinance to demolish structures upon 6 Spring Street. Council voted down on November 13, 2018

2018-63 - Ordinance to amend 2009-51 and 2011-14 adopting rules and regulations governing public parks with the Village and assessing penalties for violation of said rules and regulations (fees for pavilions). Council passed on November 13, 2018.

2018-74 - Ordinance for participation in the ODOT Winter Contract (018-19) for road salt. Council passed with emergency language on October 29, 2018.

### Old Business:

The Gary Eicheler Trail expansion is still in motion. The Village did not receive the grant with the NOACA. Mr. Sobczak and Chair Rhoads will continue to work on two signatures that are needed for the easements.

Mr. Sobczak presented information on the budget for Streets if Council would decide to lower the carry over amount to \$300,000. The wages, supplies, and capital outlay remain the same. Mr. Sobczak pointed out our budget is and has been set up for a few years to accumulate money for equipment. We no longer need to borrow from different funds. The Highway Funds include the Greenwich Road project, ADA sidewalk projects, and additional money for salt to be two years ahead. The asphalt money is cut in half due to the \$60,000 loan. \$24,000 for concrete. Mr. Sobczak pointed out the Streets Department does not have a large purchase planned for 2019. He said the proposed budget allows enough working money.

The five year street plan was reviewed and discussed that it needs an update. Mr. Sobczak pointed out the plan for 2021 has been completed in 2018. Mr. Sobczak suggested completing the rest of West Main Street in 2019. There was a discussion about the location of catch basins in the road affecting the conditions of the roads. It was discussed the 2020 street plan and future years will need to be reviewed.

Mr. Sobczak said there is a rumor that Water Street has been abandoned. Once given the official clearance parking can be created along the street.

Mr. Sobczak presented information on the budget for Parks if Council would decide to lower the carry over amount to \$300,000. The Parks will be replacing a lawnmower and the Kubota RTV. Both items cost \$41,000 and with our trade we will be \$10,000 under budget. Mr. Sobczak would like to use the left over money for the ADA picnic tables at Cy Hewit. Mr. Sobczak will not be replacing a \$45,000 pickup truck. Mr. Sobczak would like to use the money on an anti-ice system. This could trim the call out hours; reduce salt costs, and wear and tear on the equipment.

**Parks & Streets Committee Meeting Minutes**  
**Monday, November 19, 2018**  
**Page 3**

Old Business:

Mrs. Gordon asked about replacing the trail money used to purchase property for the trail expansion. The budget currently has \$10,948 for use on the trail. Mr. Vierheller said if the railroad gets abandoned the railway could potentially be used as a trail.

Mrs. Rhoads said we did receive a grant to put a bathroom in Memorial Park. She will be working with Mr. Sobczak to complete the additional forms needed to complete the process. Mrs. Rhoads would like to complete the forms by mid December. Chair Rhoads noted we have to provide the foundation for the restroom. Mr. Sobczak said the cost is built in to the supplies and materials budget line item. Mr. Sobczak noted that one quote was good for a single stall bathroom and we will be installing a double stall unit.

Mrs. Miller asked where the new park fees money will be allocated. It was discussed the line item will need to be created.

Chair Rhoads said a concern was brought up last meeting about how The Village charges for mowing lawns. Chair Rhoads confirmed it is a process through an ordinance and not an emergency call out system.

Privilege of the Floor:

None.

Rick Vierheller 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:**  
November 19, 2018

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

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

**Seasonal work**  
In Progress

- \*Dead heading flower beds
- \*Mulching all parks
- \*Tree/brush trimming along roadways
- \*Trash pickup parks/streets
- \*Parks cleanup pavilions, grounds ext.
- \*Sweeping all village streets

**Park/Street repairs:**

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

On Going  
As Needed

**Sign repairs:**

- \*Replacing old signs with new compliant Phase 2 2018 (documented)

**Status:**  
In Progress      Dec. 30<sup>th</sup>

**Equipment service:**

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

On Going

**Active projects:**

- \*2018 leaf pick up
- \*Leaf cleanup in all parks
- \*Plow & salt village roads, parking lots
- \*Shovel & salt all village owned/maintained walks
- \*Cy Hewit rest room vandalism.....

**Project Status:**  
In Progress  
In Progress  
Completed  
Completed

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

**Respectfully Submitted**  
**Jon Sobczak**