

**PARKS & STREETS COMMITTEE
MEETING MINUTES**

Location: 120 Royal Crest Drive, Seville, OH 44273
Council Chambers
Date: 2/21/2023

MEETING DETAILS:

Meeting Chairwoman: Kathy Rhoads
Recorder: Lisa Nemastil
The meeting was called to order at 7:20 p.m.

ATTENDEES:

Kathy Rhoads
Leslie Miller
Bonnie Gordon
Sue Frey

ABSENT:

Sue Cox

APPROVAL OF MINUTES: Mrs. Miller moved to approve the minutes from 01/17/2023. Mrs. Gordon seconded the motion. *Role Call: Mrs. Rhoads – Aye, Mrs. Miller – Aye, Mrs. Gordon – Aye, Mrs. Frey – Abstained.* The minutes were approved as written.

AMENDMENTS TO AGENDA: None

PRIVILEGE OF THE FLOOR: None

REPORTS:

Parks & Streets Commissioner's Report
Report attached.

Downtown Business Association Report

Mrs. Miller reported they are still finalizing dates for their events. There is a new store downtown that just opened next to Velvet named dWell. Also, the location where Two chicks and a hen was may possibly be a pastry and coffee place. No new information on when Jerry Winkler's place might open. There was a \$1,000 donation from the Medina County Convention and Visitors Bureau to the Downtown Business Association.

PENDING/COMPLETED LEGISLATION:

Resolution 2023-02

A RESOLUTION OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO DECLARING IT NECESSARY TO CONSTRUCT AND/OR REPAIR CERTAIN SIDEWALKS.

The second reading was 02/13/2023.

Ordinance 2023-13

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, ESTABLISHING ADDITIONAL PARKING REGULATIONS.

The first reading was 02/13/2023.

Ordinance 2023-17

AN ORDINANCE AMENDING ORDINANCE 2020-20 ADOPTING RULES AND REGULATIONS GOVERNING PUBLIC PARKS WITHIN THE VILLAGE AND ASSESSING PENALTIES FOR VIOLATION OF SAID RULES AND REGULATIONS.

The first reading was 02/13/2023.

NEW BUSINESS:

AED at fields for youth sports use:

Mrs. Rhoads advised that Mrs. Miller is looking into getting grants for this. Mrs. Frey looked up the cost ranging from \$1,350 to \$2,500 per unit. There were concerns raised about theft and vandalism. Amber LeClair of the Cloverleaf Girls Softball Association took the floor and recommended keeping it locked in the concession stand. Ms. LeClair mentioned that Chatham Community Church is looking for different ways to help the needs in the community so the church may be willing to help or donate.

Premier RV Site Plan:

Mr. Sobczak reviewed the plans and provided input to the zoning inspector. The only question and concern he had was regarding if the apron would be concrete or asphalt.

Food Truck Regulations:

Mrs. Rhoads deferred this topic to old business and include it in the new event form.

OLD BUSINESS:

New Event Permit:

Mrs. Rhoads stated she was not prepared to speak on this topic tonight but welcomed input from others. Mrs. Rhoads would like to have a new draft available but June. Mrs. Miller advised that she spoke to a Council person from Medina to see how they handle food trucks and found that they follow the Medina County Health Department guidelines. Ms. Miller got contact information for Colin from the MCHD and Mayor Carter was also in contact with him as well. Mayor Carter is in favor of a fee being charged for food trucks and a release form if a vendor is set up in front of another business. Mrs. Rhoads agreed there should be a release form due to possible liability concerns. Mayor Carter suggested a set up location for food trucks in the parking spots in Freeman Park. Amber LeClair pointed out that the current permit application does not address where food trucks are allowed to be. Ms. LeClair also inquired about how many food trucks are allowed? Mrs. Rhoads referred Ms. LeClair to Chief Burson to get his direction on how many food trucks are allowed and how she is allowed to set them up at the park. Mrs. Rhoads mentioned that a discussion should happen around food trucks downtown that are not related to events. Mrs. Frey said occasionally there is a coffee truck on private property and the owner of the Sweet Shop asked about one at his location. Mrs. Rhoads asked Mrs. Frey to contact information for the Sweet Shop owner from the Zoning Inspector.

Portable Restrooms at Freeman Park:

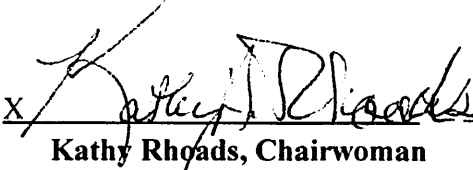
Mrs. Miller confirmed that she did bring the alternate locations to the Downtown Business Association and the most favorable alternate location was behind the old BOPA building. Mrs. Rhoads requested this item to be removed from the agenda until we hear more.

PRIVILEGE OF THE FLOOR: Ms. LeClair asked permission to have a key box at the concession stand at Cy Hewit, the committee did not have a problem with that. Ms. LeClair also stated that the Cloverleaf Girls Softball Association would be willing to help with the cost to put roofs over the benches at the ball diamonds since there is no shade for the players. Ms. LeClair obtain quotes to propose to the committee. Ms. LeClair asked for help with the back stops since the fence is rolled up and it allows balls to go through which interrupts game play. Mr. Sobczak will check to see what material the park department has to provide. Ms. LeClair also asked for dirt to fill in around home plate. Both Ms. LeClair and Mr. Sobczak said they would look around to see what vendor might be able to provide the dirt. Mrs. Rhoads stated if a company was willing to donate a company sign can be hung up at the field. Lastly, Ms. LeClair inquired about holding a tournament at Cy Hewit, she did not have a date at the time of the meeting, possibly in June or July. Ms. LeClair was told it would be acceptable just inform us of the date so we can check our park schedule for pavilion rentals on the requested weekend.

ADJOURNMENT:

Mrs. Miller made motion to adjourn. Mrs. Frey seconded that motion, all were in favor. Meeting adjourned at 8:03 P.M.

Minutes approved by: X


Kathy Rhoads, Chairwoman 3/20/2023

Seville Street & Park Superintendents Report

February 21, 2023

Project Status Target finish

Park/Street maintenance work:

(Regularly Scheduled seasonal work)

*Mowing all parks	Seasonal work Completed	
*Mulching all parks, council & downtown		
*Tree/brush trimming along roadways		
*Trash pickup parks/streets	(Twice Weekly)	
*Parks cleanup pavilions, grounds ext.		
*Sweeping all village streets	(As Needed)	

Park/Street repairs:

*Brush/stump & tree removal from all Parks (creek & surroundings)	On Going	
*Asphalt patching throughout village	As Needed	

Sign repairs:

*Replacing old signs with new compliant Phase 1 2023 (documented)	Status: In Progress	Dec. 30 th
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Equipment service:

*Routine equip, maintenance (Oil, grease, tires, bulbs ext.)	On Going	
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Active projects:

*Salt/ice control village streets	Project Status: As Needed	
*Frost seeded 7 varieties of clover pollinators	Completed	
*Painting council bldg. (interior)	In Progress	
*Playground equip. replace/repair	In Progress	
*installation of 88 new street signs/posts	In Progress	
*Maintenance & repairs to all equipment	In Progress	
*Trail extension	In Progress	
*Phase 3 of Cy Hewit/Tisher trail	Maintaining	

*Update on trail extension:

Trail work continues as weather permits, we've been working on the south end of

the trail so far however the rain makes the trail through the woods to soft for the loaded big dump truck to not make ruts... so to continue we started on the north end of the trail (Greenwich/Ryan rd) were it's still dry enough to continue working our way south toward the development.

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

Respectfully submitted by

Jon Sobczak