

**PARKS & STREETS COMMITTEE**  
**MEETING MINUTES**

**Location:** 120 Royal Crest Drive, Seville, OH 44273  
Council Chambers  
**Date:** 1/17/2023

**MEETING DETAILS:**

Meeting Chairwoman: Kathy Rhoads  
Recorder: Lisa Nemastil  
The meeting was called to order at 8:16 p.m.

**ATTENDEES:**

Kathy Rhoads  
Leslie Miller  
Bonnie Gordon

**ABSENT:**

Sue Frey  
Sue Cox

**APPROVAL OF MINUTES:** Mrs. Miller moved to approve the minutes from. Mrs. Gordon seconded the motion. All were in favor, none opposed, no abstentions. The minutes were approved as written.

**AMENDMENTS TO AGENDA:** Mrs. Miller made the motion to add publishing of agendas to new business, it was seconded by Mrs. Gordon. All were in favor, none opposed, no abstentions.

**PRIVILEGE OF THE FLOOR:** Todd Jackson - President, Wendy Neal - Sales Executive and Ben Fauver – Director of Customer Operations from Medina Fiber took the floor to review their proposal of their service to add wifi to the Lions Pavilion at Cy Hewit Park. The cost would be \$49.99/month with router included a total of \$58.52 guaranteed rated until 2042. Mrs. Rhoads questioned the quote for a residential rate and Mrs. Neal advised it was quoted in that manner because of the small purpose of using smart locks for the pavilion. Mrs. Rhoads advised that she will present the quote to Finance and then Council in February and follow up after those meetings.

Amber LeClair Commissioner from the Cloverleaf Girls Softball Association raised a question about having food vendors out at their opening weekend. Mrs. Rhoads advised that she will need to fill out an event permit and food vendors are required to stay in a parking space, they must take away all of their refuse, they are required to have insurance, be self-contained and carry all other required state and county documents as well. Mrs. LeClair inquired about getting an AED unit at the fields. Mrs. Rhoads took that under advisement and will reach out to other departments to get input and it will be discussed at the next Parks & Streets meeting. Mrs. LeClair inquired about hanging a banner at the field. Mrs. Rhoads will double check the policy.

**REPORTS:**

**Parks & Streets Commissioner's Report**

Mr. Sobczak reported that in December they focused on putting up and taking down decorations, salting for ice control for Village streets, playground equipment is slowly coming in for replacement and working on the trails. The trail has 3,335' at 10' wide and 6'thick concrete and aggregate mix base. 304 limestone was used because it is the chosen aggregate for a potential grant. Approximate cost of \$20,000 for the aggregate.

## **Downtown Business Association Report**

Mrs. Miller stated the association met on 12/11. The Downtown Business Association will hopefully have event information available by February.

### **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 first reading is complete.

#### **2023-10**

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AMENDING ORDINANCE 2013-08, AS AMENDED ESTABLISHING AN EMPLOYEE HANDBOOK TO UPDATE THE CREDIT CARD POLICY.

Passed 01/09/2023

### **NEW BUSINESS:**

#### **Portable Restroom to be added to Freeman Park:**

Jane and the merchants downtown have requested a portable restroom to be placed in a parking space at Freeman Park. There were concerns raised about the aesthetics of putting it there and losing a parking spot downtown. Alternative locations were suggested including the alley behind Finn's Fickle Goods, the parking lot by the Post Office and behind the old Board Of Public Affairs building.

#### **2023 Raise Grant Program:**

Mr. Sobczak looked into the requirements for the grant, there are steps that need to be paid for in advance of seeing if you qualify and it doesn't appear that we would qualify with the volume of traffic. Mrs. Rhoads made a motion to have Mr. Sobczak talk to Tony Burgoyne about the grant.

#### **Donation of stone for the trails:**

850 ton of stone was donated from Run for the Trails.

#### **Agenda Discussion:**

Mrs. Rhoads asked that this topic be addressed at Council so a decision can be made across the board. There were no objections to have Council review the policy for publishing agendas.

### **OLD BUSINESS:**

#### **New Event Permit:**

The permit is still under review, the form will be set out for input by multiple sources. Parameters are being established around what will qualify as a special event. Maps were included in the permit application for downtown events. The pavilion rentals will remain a separate form. Mrs. Miller made a motion to have park pavilion reservations to stay as is and will not be impacted by the special event permit. All in were in favor. Motion passes.

#### **Lions Pavilion:**

The restrooms at Lion's Pavilion will no longer be accessible for pavilion rental. The committee

did not want to move forward with wifi at the Pavilion and they will look at adding a portable restroom to the location.

**Pavilion reservation fees:**

The committee has approved the fees to be raised to \$25/resident and \$100 non-resident. It will now go through Council for a vote.

**PRIVILEGE OF THE FLOOR:** None

**ADJOURNMENT:**

Mrs. Rhoads made motion to adjourn. Mrs. Miller seconded that motion, all were in favor. Meeting adjourned at 9:38 P.M.

Minutes approved by: X Kathy Rhoads 2/23/23  
Kathy Rhoads, Chairwoman

# Seville Street & Park Superintendents Report

January 17, 2023

Project Status Target finish

## Park/Street maintenance work:

### (Regularly Scheduled seasonal work)

- \*Mowing all parks
- \*Mulching all parks, council & downtown
- \*Tree/brush trimming along roadways
- \*Trash pickup parks/streets
- \*Parks cleanup pavilions, grounds ext.
- \*Sweeping all village streets

### Seasonal work

Completed

(Twice Weekly)

### 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 1 2023 (documented)

### Status:

In Progress

Dec. 30<sup>th</sup>

### Equipment service:

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

On Going

### Active projects:

- \*Put up/take down all holiday decorations
- \*Salt/ice control village streets
- \*Playground equip. replace/repair
- \*installation of 88 new street signs/posts
- \*Maintenance & repairs to all equipment
- \*Trail extension
- \*Phase 3 of Cy Hewit/Tisher trail

### Project Status:

Completed

As Needed

In Progress

In Progress

In Progress

In Progress

Maintaining

\*Update on trail extension:

Full steam ahead...we've been working on the new trail when the weather permits. The decision to use 304 limestone as a base in this area going through the woods

comes down to two factors, #1 there's little to no road repaving going on at the moment as that is where we collect the asphalt grindings from..  
#2 304 crushed limestone is available and makes an outstanding base for the new trail & the price is right \$23. a ton delivered to the job site

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

Respectfully submitted by

Jon Sobczak