

PARKS & STREETS COMMITTEE

MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273
Council Chambers
Date: 6/5/2023

MEETING DETAILS:

Meeting Chairwoman: Kathy Rhoads

Recorder: Lisa Nemastil

The meeting was called to order at 6:02 p.m.

ATTENDEES: Kathy Rhoads, Sue Frey, Bonnie Gordon, Leslie Miller

PRESENT: Jon Sobczak

ABSENT: Sue Cox

APPROVAL OF MINUTES: Mrs. Frey moved to approve the minutes from 05/15/2023. Mrs. Gordon seconded the motion. All were in favor except Mrs. Frey who abstained. Motion passes.

AMENDMENTS TO AGENDA: Mrs. Miller made the motion to add discussion of permanent restrooms at Cy Hewitt and/or Memorial Field under new business. Mrs. Gordon seconded, the vote was unanimous. Motion passes.

PRIVILEGE OF THE FLOOR: The Permit for the Fall Market was moved to privilege of the floor, Denise Dale of Rustewelle & Barker was present. The committee reviewed the permit. Mrs. Miller confirmed with Ms. Dale that she will not do more than two (2) a year. Ms. Dale said no, she personally doesn't want to have more than two (2) a year.

- Mrs. Frey made the motion that the final signatures on the form will be from the Chair and the Council President and remove the Mayor. *Roll Call Vote: Miller – Aye, Rhoads – Aye, Frey – Aye, Gordon – Aye.* Motion passes.
- Mrs. Frey made a motion to approve the permit submitted by Denise Dale for the event on 10/08/2023 from 5-8 pm, Gathering in the Village. *Roll Call Vote: Miller – Aye, Rhoads – Aye, Frey – Aye, Gordon – Aye.*

Barbara Johnson at 81 W Main Street attended the meeting to address a parking issue on West Main Street between High Street and Warner. Mrs. Johnson stated that her neighbor was using the street as a personal parking lot and requested no parking signs on both sides of the street.

Patty Kilgore of 80 W Main Street said that this winter was the first time she had to contact the Streets Department to salt the streets in front of her home that weren't able to be treated due to vehicles parking on the street. Mrs. Kilgore wanted to go on record that there were three (3) times the vehicles were parked there at emergency levels for Medina County and the vehicles were not made to move by the Police. Ms. Kilgore brought specs for a neighbor's property and showed them to the committee to show over 132 feet to park. Ms. Kilgore also stated that the street parking is being done intentionally.

The Committee acknowledged the complaint.

REPORTS:

Parks & Streets Commissioner's Report

Report attached. Mr. Sobczak also provided a video of the trail progress.

Downtown Business Association Report

Nothing reported

PENDING/COMPLETED LEGISLATION:

Ordinance 2023-20

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO, AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH _____ FOR REPAIRS AND/OR CONSTRUCTION OF CERTAIN SIDEWALKS WITHIN THE VILLAGE.

Ordinance 2023-27

AN ORDINANCE AMENDING ORDINANCE 2032-17 ADOPTING RULES AND REGULATIONS GOVERNING PUBLIC PARKS WITHIN THE VILLAGE AND ASSESSING PENALTIES FOR VIOLATIONS OF SAID RULES AND REGULATIONS.

Ordinance 2023-29

AN ORDINANCE ADOPTING A SPECIAL EVENT APPLICATION AND PERMIT WITHIN THE VILLAGE.

Resolution 2023-07

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

NEW BUSINESS:

Street Closure Notification: Mrs. Rhoads wanted to bring this up for information purposes. When a street is closed for an event or the organizer of the event is responsible to notify neighbors etc. If the organizer doesn't or isn't able to make contact it is up to the organizer to deal with the complaint. The Village may grant a permit saying an organizer can use the area but it is up to the organizer to make notifications.

Cy Hewit Map & Brochure: The committee reviewed a map and brochure. The Committee would like to have maps / brochures available for the park kiosks. A review maps / brochures for all the parks will be at the next meeting.

Discuss permanent restrooms and Cy Hewit and Memorial Parks: Mrs. Rhoads stated that there are safety concerns with the current bathrooms by Lions Pavilion; however, walking to the other restroom there may be challenging for some. Memorial doesn't have any restrooms on site. Mrs. Rhoads wanted to bring this up because the budget for next year will be reviewed soon and to have this as a consideration. The details of remodeling or making a new restroom are still in discussion.

OLD BUSINESS:

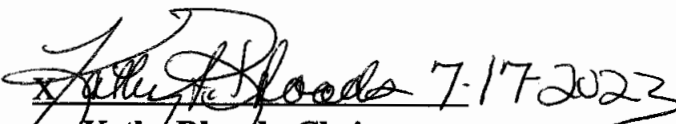
- **Discuss revised event permit application** – This item was not discussed because of time constraints. This will be added to the July agenda.
- **Permit for Fall Market** – This item was discussed under privilege of the floor.

PRIVILEGE OF THE FLOOR: Mrs. Miller asked if we have received the AED. Mr. Sobczak advised that he believes it is at the field but it is locked and he doesn't have a key. Mr. Sobczak will reach out to a member of the Cloverleaf Girls Softball Association to get access.

ADJOURNMENT:

Mrs. Miller made motion to adjourn. Mrs. Gordon seconded that motion, all were in favor. Meeting adjourned at 6:36 P.M.

Minutes approved by:


Kathy Rhoads, Chairwoman

Seville Street & Park Superintendents Report

June 5, 2023

Project Status Target finish

Park/Street maintenance work:

(Regularly Scheduled seasonal work)

Seasonal work

*Mowing all parks

(Bi-Weekly)

*Mulching all parks, council & downtown

*Tree/brush trimming along roadways

*Trash pickup parks/streets

(Bi -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:

Status:

*Replacing old signs with new compliant

Phase 2 2023 (documented)

In Progress

Dec. 30th

Equipment service:

*Routine equip, maintenance

(Oil, grease, tires, bulbs ext.)

On Going

Active projects:

Project Status:

*Assessing 2023-24 paving projects	Completed
*Mowing all parks	In Progress
*Bench installed on trail Cy Hewit trail	Completed
*Mulched Memorial park	Completed
*Planted flowers in the two pots at Memorial park	Completed
*installation of 88 new street signs/posts	Completed
*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: Were making great progress with the trail this month, we've excavated the entire trail with the exception of a small area on Kent's (Kent's Excavation co.) as the video will show you at the meeting Monday evening.

We'll continue to put down the clay base with gravel on top for the surface and lastly feather the earthen barriers along the trail.

Note: the reason behind the earthen barriers are 3 fold... 1 is that they will be planted with a pollinator seed mix consisting of 21 native wildflowers, then we'll plant in designated areas along the trail Big Blue Stem Prairie Grass, Yellow Blossom Sweet Clover, Crimson Clover, Balansa Clover and Purple Prairie Clover as well and 2 is that it will create a human barrier keeping trail users on the trail and off private property along the trail! 3 it will cut down on the overall cost of any wood fencing we will use in this project.

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

Respectfully submitted by

Jon Sobczak