



PARKS & STREETS COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 10/16/2023

The meeting began at 7:21 PM

Present: Kathy Rhoads (Chair), Bonnie Gordon (Member), Brad Demiter (Alternate), Leslie Miller (Member)

Absent: Sue Frey (Member), Sue Cox (Member)

Also Present: Jon Sobczak (Parks & Streets Superintendent)

Mrs. Gordon made a motion to approve the minutes from 09/18/2023. The motion was seconded. All were in favor except Mrs. Miller and Mr. Demiter who abstained. Motion passes by majority.

No Amendments were made to the agenda.

Parks & Streets Commissioner's Report is attached.

Privilege of the floor:

- Garth Gucker, 111 Cedar Ct, attended the meeting to thank the Village for hosting the Todd Clark Cross Country Invitational and looks forward to hopefully more in the future. It was very helpful to have no street parking to limit confusion and make sure the kids are safe. The next event will likely begin 09/20/2024. Jon Sobczak thanked Garth and his organization for cleaning up so well after themselves.
- Jace Manges introduced himself as the new hire for the Parks & Streets Department and expressed excitement to begin working at the Village.

New Business: NONE

Downtown Business Association Report: Leslie Miller reported that the Downtown Business Association will use an app called What's App for informational purposes. The Christmas Preview will be 11/11/2023. Previously businesses will donate a small gift, gift basket or gift card to be included in the raffle at the Library. Customers will pick up a raffle ticket at each store they visit and then put the tickets in the baskets at the Library that you want to win. Horse drawn wagons will be there from 1:00 PM – 3:00 PM offering free rides to our visitors courtesy of Zack Rollins of EXP Realty and the Downtown Business Association. Santa and Mrs. Claus will be walking around from 2:00 PM – 4:00 PM. Election of officers will be at the December meeting. There was an event last weekend downtown as well there were a few hiccups but overall went well.

Pending/Completed Legislation

ORDINANCE 2023-29 - Tabled

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

Old business:

Event / Application Permit: The committee reviewed an updated permit application. There was discussion regarding a fee amount for events. The Committee decided charge \$300 which is the cost for overtime and call out pay to have a Village employee remove the trash outside of business hours or the applicant can opt to remove the trash themselves. Electric will only be offered at the Library for a \$50 fee for hook-up. The Committee recognized some concerns with parking in front of the Baptist Church and a resident who is not happy with street closures preventing him from parking in his usual spot during events.

Mrs. Rhoads asked the Committee if they were ok with closing both streets during an event. Mrs. Gordon said as long as the Police are ok with it. Mrs. Rhoads explained that the Police do have some



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concerns, the Committee does not but she will let the Police make the final decision. Mrs. Rhoads mentioned offering the Police Department an option to charge an additional fee for closing both roads for an officer to direct traffic.

The Committee was not interested in processing vendor permits at this time which is comparable to First Friday at Wadsworth.

Building Maintenance List: There was no new information on this.

Downtown Decorations: Mr. Sobczak advised new wraps were purchased for the light poles. The Committee decided to keep the starbursts. Mr. Sobczak explained that the light posts downtown are not designed to hold decorations and asked about getting together with BOPA to replace those posts to be able to better support weight for decorations. Mrs. Rhoads encouraged looking for different ways to decorate downtown that doesn't include the light poles like the parks, open areas and lighting the gazebo. Mrs. Miller will talk to Jane to see if she will donate bows, approximately 51 plus more for the bridge and tree. Carol Pamer donated the dinosaur that is currently set up in the area by Sparky's Pizza.

Privilege of the floor: NONE

Mrs. Miller made a motion to adjourn at 8:22 PM. The motion was seconded and carried.

X

Kathy A. Rhoads 11-20-2023

Kathy Rhoads, Chairwoman

Seville Street & Park Superintendents Report

October 16 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
(Bi-Weekly)**

(Bi -Weekly)

(As Needed)

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 2023 (documented)

Status:

In Progress Dec. 30th

Equipment service:

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

On Going

Active projects:

- *2023 concrete projects
- *Spraying for mosquito's
- *mowing delinquent property's
- *Pavement for new parking lot
- *Parking lines painted
- *Removal of pollinator sign for repairs
- *All parks sprayed with pre-emergent
- *Avery tree donation for Leohr park
- *Tree/Brush trimming along village roadways
- *Mowing all parks
- *Maintenance & repairs to all equipment

Project Status:

**Completed
Completed
Per Work Order
Completed
Completed
In Progress
Completed
In Progress
In Progress
In Progress
In Progress**

***Trail extension**

In Progress

***Phase 3 of Cy Hewit/Tisher trail**

Maintaining

***Update on trail extension: the trail has been topped with stone from it's beginning at Hazelwood dr. to Kent's excavating.**

The plan for October still is to plant clover around the earthen barriers along with fall bulbs producing flowers in the spring and grass along the trail path.

Trail work continues as weather permits:

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

Respectfully submitted by

Jon Sobczak