



## PARKS & STREETS COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 11/20/2023

The meeting began at 7:15 PM

**Present:** Kathy Rhoads (Chair), Bonnie Gordon (Member), Leslie Miller (Member), Sue Frey (Member)

**Absent:** Sue Cox (Member)

**Also Present:** Jon Sobczak (Parks & Streets Superintendent), Lisa Nemastil (Recorder)

Mrs. Miller made a motion to approve the minutes from 10/16/2023. The motion was seconded. All were in favor except Mrs. Frey who abstained. Motion passes by majority.

Mrs. Miller made a motion to add a discussion of weed assessments to new business. The motion was seconded and carried.

**Parks & Streets Commissioner's Report:** The report is attached. Mr. Sobczak also provided pictures of ditches that were trimmed with a brush hog.

### **Privilege of the floor:**

Mr. Vierheller complimented the Parks and Streets Department on the downtown holiday decorations.

### **New Business:**

- **Mosquito equipment update / replacement:** Mr. Sobczak reported that the equipment is from 1998 and parts are hard to find. The equipment is used 6-8 times a year usually and the cost to replace is approximately \$20,000. The cost per application on contract is between \$600-\$800 or \$5,500/year. The committee discussed the option to contract with an outside company for mosquito spraying instead of purchasing a new equipment. This item will be considered when reviewing the 2024 department budget.
- **Street Sweeper / Snow Equipment:** Mr. Sobczak reported that the street sweeper and snow equipment are in good condition. The truck will need to be replaced in 1-2 years. The salt supply is also adequate.
- **Pollinator bed clean up:** Mr. Sobczak reported that this item has been completed.

**Downtown Business Association:** Mrs. Miller reported that there will be a Christmas Preview. Jane from Seville Flower Shop made 63 bows for the downtown decorations. The cookie walk will be 12/29 and the tree for the gazebo has been ordered.

### **Pending/Completed Legislation**

#### **ORDINANCE 2023-29 - Tabled**

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

### **Old business:**


- **Event / Application Permit:** There was an anonymous letter presented to the committee from a downtown business owner reviewing concerns like for the host to get written permission from the business owners if using the sidewalk in front of their property, trash can receptacles to be provided and collected by the host, vendors pay a fee to participate, blocking off the street included in the vendor permit, larger events should have more restrooms and organized parking, vendors submit an application, where is the money from these events going, are these events non-profit or for profit, is there a deposit required and lastly what stops all businesses from hosting an event like this every week – because this

would hurt by regular business. The committee reviewed the application and noted that the application requires a 90 day notice which would hinder someone from regular use of blocking off the downtown. The trash cans were reviewed and the committee decided to keep the application as is with the fee being \$300 for the Village of Seville to remove trash or free if the host removes all trash themselves. The committee reviewed an updated permit application and agreed it was ready to send to Council for review.

- **Discuss amount of money to budget in 2024 for items from the building maintenance list:** There was no further discussion about what items can be handled in house vs hired out for at this meeting. This agenda item will be added to the next meeting.
- **Downtown Decorations update:** There were no suggestions on any additional decorations for the downtown area. However, Mrs. Rhoads mentioned that estimates will be needed for the bunting around the gazebo for next year.
- **Main Street Building** – There were no updates at this time.
- **Weed Assessments:** Mrs. Nemastil reported that the weed assessment were filed with the Medina County Auditors office. The old school located at 24 E Main Street accrued \$1,400 from work orders received for noxious weeds and grass. Another address 132-134 W Main Street also was assessed in the amount of \$400 for grass/weeds work orders as well.

**Privilege of the floor: NONE**

Mrs. Miller made a motion to adjourn at 8:01 PM. The motion was seconded and carried.

x  1-16-2024  
Kathy Rhoads, Chairwoman