

PARKS & STREETS COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 7/15/2024

The meeting began at 8:02 PM

Present: Randy Eby (Chair) Leslie Miller (Member) Kathy Rhoads (Member), Bonnie Gordon (Member), Jace Manges (Parks & Streets), Jennifer Gray (Recorder)

Absent: Sue Cox (Member)

Mrs. Miller made a motion to approve the minutes from 6/17/24. The motion was seconded. Roll call: *Miller - Aye, Eby - Aye, Gordon - Aye, Rhoads - abstain*. Minutes approved as written.

Amendments to agenda: None

Parks & Streets Superintendent's Report: The Parks & Streets Superintendent's report is attached. Jace Manges filled in for Jon Sobczak who is off this week.

Privilege of the floor: Mayor Carter stated July is the end of the Military Fund for the bricks. We had six to turn in. When she contacted them, she asked to have a bench made with the money we had left to put at the memorial brick area.

Downtown Business Association: No recent meetings.

Pending/Completed Legislation

The following legislations was reviewed:

- ORDINANCE 2024-31 – The second reading was complete
- ORDINANCE 2024-32 – The second reading was complete
- RESOLUTION 2024-13 – The first reading is complete – This is accepting the award from the Ohio Department of Natural Resources for Inclusive Playground. We have received limited information regarding this but we will share as we get more.
- RESOLUTION 2024-41 – This was passed with emergency language at the Special Council Meeting. This was to accept a proposal from Osborn Engineering for the Liberty Street Bridge

New Business:

- **Eliminating Special Revenue Funds – Leohr Tree Fund & New Park Fund:**
Mrs. Rhoads reported from Finance Committee information we received from the recent Audit which stated these funds were set up incorrectly years ago and we are working to reconcile this and put these accounts where they belong.
- **CDL on Job Descriptions** – The Finance committee is reviewing job descriptions and wage scales. We need to incorporate CDL with job description requirements.
- **Review Drug Abuse Policy** – All committee members need to take a look at the drug abuse policy to tighten up the wording and work with our Solicitor to make changes. We will pull the current policy and wording in handbook and add it to the Government Agenda.
- **Bridge Project** – Resolution 2024-41 was passed tonight at Special Council Meeting to accept a proposal from Osborn Engineering for the Liberty Street Bridge.
- **Seville Police National Night Out Event Permit** - Mrs. Miller made a motion to approve the Seville Police National Night Out Event Permit. It was seconded and carried. This event permit is approved.



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- **Gathering In the Village – October Event** – Current insurance was not turned in but she said she would send it to Mrs. Rhoads. She also chose not to pay for trash pickup. It was clarified with her by Mrs. Rhoads that all trash needs to be emptied. If the trash is not completely cleaned up, the committee agreed we will send her a bill for \$300. Streets and Parks will make sure there are liners for all trash receptacles. Mrs. Miller made a motion to approve this event form as long as insurance is in the office by Friday, July 19th at 3:30 pm. The Motion was seconded. The event form is approved pending the above stated.

Old business:

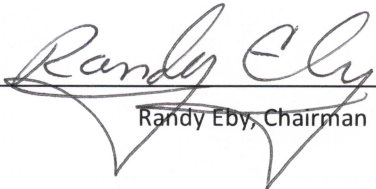
- **Sidewalk Bid discussion**

Mr. Manges discussed in the Superintendent's report that during concrete street repairs if they notice sidewalks in need of major repairs, they will go ahead and do it at the same time as street repairs while they have the concrete trucks there.

Mrs. Rhoads asked for Streets and Parks to check with BOPA about the sidewalks that are being replaced by Fechko during the Waterline replacement project. We need to know how long Fechko will guarantee them. If any replacement issues come up in the future, we will know who is responsible by that timeline. Mrs. Rhoads stated Streets and Parks should also be part of the final walk-through after the waterline replacement project.

Privilege of the floor: None

Mrs. Miller made a motion to adjourn at 8.54 PM. The motion was seconded and carried.

X 
Randy Eby, Chairman

Seville Street & Park Superintendents Report

July 15, 2024

Project Status Target finish

Park/Street maintenance work:

(Regularly Scheduled seasonal work)

Seasonal work

*Mowing all parks

*Mulching all parks, council & downtown

*Tree/brush trimming along roadways

(As Needed)

*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 1 2024 (documented)

In Progress

Dec. 30th

Equipment service:

*Routine equip, maintenance

(Oil, grease, tires, bulbs ext.)

On Going

Active projects:**Project Status:**

*Village wide street markings	Completed
*Delinquent property mowing	In Progress
*Council bldg. Maintenance/repairs	In Progress
*Library gutter repairs	Completed
*Mowing all parks	In Progress
*Gazebo repairs & landscaping	In Progress
*Rolling 5 year paving plan for 2024 asphalt paving East Market st. & East st. including pavement marking	Completed
*2024 concrete street repairs tear out & replacement 912 sq.ft. Pleasant view	In Progress
*Sign repair/replacement	In Progress
*Maintenance & repairs to all equipment	In Progress
*Trail extension	In Progress
*Phase 3 of Cy Hewit/Tisher trail	Maintaining

*Concrete street repairs for 2024 is in full swing! Well be making our way through the village and repairing damaged concrete on several streets including a few sidewalks that would be in that particular area at the time of the repairs. We have an estimated \$110,000.00 worth of repairs to make however this will be done over a two year period and as our budget allows.

*Update on trail extension: Were coming close to the finish line!!! the paving date has not been set as of today, I believe Jon most said possibly late July early August... I will keep you informed as soon as I hear from Most Paving as to when they get the "Trail paver" set and ready to go!

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