



PARKS & STREETS COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 8/19/2024

The meeting began at 7:15 PM

Present: Randy Eby (Chair) Leslie Miller (Member) Kathy Rhoads (Member), Bonnie Gordon (Member), Sue Cox (Member), Jon Sobczak (Parks & Streets Superintendent), Jennifer Gray (Recorder)

Mrs. Miller made a motion to approve the minutes from 7/15/24. The motion was seconded. Roll call: *Miller - Aye, Eby - Aye, Gordon - Aye, Rhoads - Aye, Sue Cox - Abstain.* Minutes approved as written.

Amendments to agenda: Mr. Rhoads made a motion to add 2025 Budget to Old Business. The motion was seconded and carried. Motion passes.

Parks & Streets Superintendent's Report: The Parks & Streets Superintendent's report is attached. Mr. Sobczak announced his retirement will be December 1, 2024.

Privilege of the floor: None

Downtown Business Association: There are two events this year. November 9th is the "Christmas Preview" and Santa and Mrs. Clause will be at the Library. They will also be at the Seville Inn December 10th for "Santa at the Inn" Event

Pending/Completed Legislation

The following legislations was reviewed:

- **RESOLUTION 2024-13** – A RESOLUTION OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO ACCEPTING A GRANT AWARD FROM THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR THE INCLUSIVE PLAYGROUND / FITNESS EQUIPMENT AND WALKING TRAIL.
The second reading is complete

New Business:

Playground Project – We will be replacing a piece of equipment at the tot lot. Mr. Sobczyk has been researching options to replace the playground equipment with the money we will be awarded from ODNR in FY 25-26. He has also started to research outdoor exercise equipment for adults at the park as well. The committee asked him to check on prices for wheelchair swing and ADA swings as well.

- **Clevidence Court Homeowners** – Mrs. Miller got a call regarding the area behind a few of the homes that are up against Cy Hewit park on Clevidence Court. On the park side, the grass is tall which is part of the park and pollinator beds. The homeowners were asking if a path between them and the high areas could be mowed so they can keep their area maintained as well. Mr. Sobczak will mow it soon because the paths get mowed once a year for the Todd Clark Memorial Cross Country Invitational which is coming up next month but it is not something they keep mowed. He said he will have some clover seed and pollinator seed added to that area as well.
- **National Night Out date change on Event form** – The event got cancelled due to weather and has been reschedule for 08/29/24. The committee agreed the previous event form can still be used with the rescheduled date added.



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Old business:

- **Sidewalk Bid discussion** - Mrs. Sobczak explained we have not had any bids the last couple years due to the amount of work to bid on. What he feels needs to be done is his department will fix what is bad while in the area working on concrete roads. Mrs. Rhoads explained if the Village is doing the work for the sidewalk, we need to figure out how to get that back to the homeowner because it really is their responsibility. We need to talk with our Solicitor and work on a correct way regarding what would be correct changes if we retire the current sidewalk program. Mr. Eby asked about the trees that are pushing up on the sidewalks on Warner Street. Mr. Sobczak agreed the trees will need to be taken out. It will save us a lot of money in the long run because it will start to push up on the road as well.
- **Eliminating Special Revenue Funds – Leohr Tree Fund & New Park Fund** – These funds were put back into general fund to be used by Parks.
- **Bridge Project Update** – Mr. Sobczyk updated the committee regarding the bridge. Osborne is doing the engineering for this. Mr. Sobczyk advised the committee there are different options if the bridge is not approved for the grant.
- **Budget 2025** – Mr. Sobczyk has already turned budget in to Fiscal Officer. It is very close to what was used for this year. We will look at budget numbers at next month's meeting.

Privilege of the floor: None

Jace Manges of the Streets & Parks department introduced himself and expressed his interest in the Superintendent position after Jon retires. The Committee thanked him for coming and look forward to getting to know him.

Mrs. Miller made a motion to adjourn at 8.11 PM. The motion was seconded and carried.

X

A handwritten signature in blue ink that reads "Randy Eby".

Randy Eby, Chairman

Seville Street & Park Superintendents Report

August 19, 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
- *Trash pickup parks/streets
- *Parks cleanup pavilions, grounds ext.
- *Sweeping all village streets

(As Needed)
(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:

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:

- *Pressure wash gazebo
- *Pressure wash trail (to be seal coated)
- *Waterproof treating boardwalk
- *Delinquent property mowing
- *Council bldg. Maintenance/repairs
- *Mowing all parks/roadsides
- *Gazebo repairs & landscaping
- 2024 asphalt paving new trail including pavement marking
- *2024 concrete street repairs

Completed

In Progress
In Progress
In Progress
In Progress
In Progress

Completed

103 ln, ft, Royal Crest/ 260 sq, ft,
W, Maple dr including catch basins

Completed

*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: The trail and parking lot have been paved! Now for the detail work which includes berming of the trail, grading topsoil and planting grasses, pollinators including native Ohio wildflowers, park benches, and possible a nice little picnic pavilion.

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

Seville Street & Park Superintendents Report

June 17, 2024

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

- (As Needed)
- (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 1 2024 (documented)

Status:

- In Progress Dec. 30th

Equipment service:

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

- On Going

Active projects:

- *Village wide street markings
- *Delinquent property mowing
- *Council bldg. Maintenance/repairs
- *Library gutter repairs
- *Mowing all parks
- *Gazebo repairs & landscaping
- *Seal coating estimate for the Gary Eicheler trail
- *2024 asphalt paving 6/20-21/2024
- *2024 concrete street repairs estimates
- *Sign repair/replacement
- *Maintenance & repairs to all equipment

Project Status:

- In Progress
- In Progress
- In Progress
- In Progress
- In Progress
- In Progress
- Received
- Up Coming
- In Progress
- In Progress
- In Progress

***Trail extension**

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

In Progress

Maintaining

***Update on trail extension: Were coming close to the finish line!!! the paving date has not been set as of today, 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