



PARKS & STREETS COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 2/18/2025

The meeting began at 7:10 PM

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

Mrs. Miller made a motion to approve the minutes from 12/16/24. The motion was seconded and carried. Minutes approved as written.

Amendments to agenda: None

Parks & Streets Superintendent's Report: See the Parks & Streets Superintendent's report attached. Mr. Manges thanked Mr. and Mrs. Gordon for the plaque for the trail.

Privilege of the floor: None

Downtown Business Association: No meetings. There was a nice open house for the new

Pending/Completed Legislation:

ORDINANCE NO. 2025-06

AN ORDINANCE OF THE VILLAGE OF SEVILLE, MEDINA COUNTY, OHIO APPROVING THE VILLAGE'S BUDGET FOR THE YEAR 2025.

New Business:

- **Portable Restroom at Cy Hewit** – Mr. Manges has been checking the portable restroom that we rent year round for Cy Hewit park and it does not seem to be used in the winter months. He will schedule for future to have it picked up at the beginning of November and return in April.
- **Todd Clark Cross Country Invitational** – Mr. Gucker sent in their event form but it was on old form. We will ask them to fill out new form and submit it to be approved. It is scheduled for September 19th & 20th.
- **Park and Field Reservations** – Reservation for the fields have always been first come first serve after the first of the year to reserve the fields by sports teams. It is becoming highly competitive. If teams are unable to work it out to share fields, they will be asked to present at Streets & Parks meeting and the committee will decide who will use which fields and when.

- **Department Vacancy** – Mr. Manges explained his need to hire a 5th employee. He replaced Mr. Sobczak when he retired and Mr. Most was hired to replace Mr. Gray when he retired but they still have not hired a replacement for Mr. Manges' old position. This year's budget already included the money for a 5th person.
Mrs. Rhoads made a motion to support the Streets and Parks Superintendent's search for a 5th employee and to begin as soon as ready. The motion was seconded and carried. The motion passes
- **Avery Donation** – Mr. Manges explained that Mrs. Avery wants to make a donation but wants it to be put into a fund that can only be used just to maintain "Avery's Grove" at Leohr Park. Mr. Manges will talk with Fiscal officer to set up this fund and present it to Finance Committee.

Old business:

Sub Committee for Building demolition – Mr. Sturgeon shared his draft of Old Village Building Subcommittee Proposal. This Village of Seville has obsolete structures at 44 West Main and 6 Spring Street and the committee would develop goals to remove the structures and develop the land. Mr. Manges would chair this subcommittee. One of the first things they will look into is the Brownfields Grant which opens up tomorrow 02/19/25. This will require us to have somebody come out to check for asbestos in each building. Mr. Manges would like somebody from each department represented in the subcommittee. The Subcommittee will not have their own budget. Any money spent will be from the Streets & Parks budget

Mrs. Rhoads made a motion to create a subcommittee that would be responsible for building removal and community enhancement that the superintendent of Streets and Parks will chair. As the chair, he will have the ability to set the meeting schedule and have final decision on suggested membership. The motion was seconded and carried. The motion passes.

- **Playground Update** – Mr. Manges is continuing to work with Tony Burgoyne regarding the new playground. Mr. Manges has applied for a PEP grant for \$1000 that could be used to help pay for resurfacing of the tot lot as well.
- **Christmas Decorations:** The Mayor, Mr. Manges and Mr. Eby are working on something exciting. More details to come.

Privilege of the floor: Mrs. Rhoads asked Mr. Manges to bring the 5 year rolling Street plan to next meeting to discuss.

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

x 

Randy Eby, Chairman

Seville Street & Park Superintendents Report

February 18, 2025

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)

Equipment service:

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

On Going

Active projects:

Project Status:

- *Warner St. maple tree removal
- * Split rail fence @ new trail
- * Avery Maple Grove Memorial wood chip trail
- *Council bldg. Maintenance/repairs
- *Sign repair/replacement
- *Maintenance & repairs to all equipment
- *Phase 3 of Cy Hewit/Tisher trail
- *Burning Brush at Mound Hill Cemetery
- *Cy Hewit New Playground
- *Redoing the bed on the 06 F-250
- * Building Kiosk for New walking trail

In Progress
In progress
In Progress
In Progress
In Progress
In Progress
Maintaining
In Progress
In Progress
In Progress
In Progress

*Streets and Parks Chairmen Randy Eby and I are working on coming up with new ideas for the downtown Christmas display for 2025. New budget for the downtown decorations is \$5,000.

* In the process of looking for a Grant/funding to resurface the tot-lot at Cy Hewit park.

* Run for the Trails plaque has been received. That is the final piece to add for the first bench on the new trail.

*Warner street tree removal project coming up. This project will start on the 17th of March. 17 maple trees will be removed from the West side of Warner street. They will be replaced with white ivory lilac trees.

* Playground Grant for Cy Hewit Park. The playground has already been picked out along with the color scheme. We are just waiting for the bond to be released. I am in the process of working with our engineer Mr. Tony Burgoyne

*Football and baseball bleachers at Memorial park have all been stripped down and repainted along with replacing the rotted boards.

* Linda Avery donation account. I know Mr. Sobczak mention awhile back about setting up a donation account just for the maintenance of the Avery Grove walking trail. I would like to know if we have done anything to make sure that Mrs. Avery donation money is put into the right account or if we need to make one specific for the Avery Grove walking trail.

* 5th employee for the streets/parks department.

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

Respectfully submitted by
Jace Manges