

CITY OF BEECH GROVE
MINUTES – PARK BOARD MEETING
DECEMBER 10, 2012

The regularly scheduled meeting of the Park Board was called to order at 6:32 p.m., by Beth Berg, Board President

- Roll Call Board members present: Beth Berg, Cindy Montgomery, Joe Prindle, Bruce Bye, Rick Skirvin, Mike Pence, Tom Hannan-Director Parks Dept.
- Guests Butch Fenema – dog park
- Minutes The minutes of the October meeting were approved as typed, motion-Bruce Bye, second-Rick Skirvin, all-aye
- Claims Board examined and discussed the accounts payable voucher.
- Unfinished Beth Berg said to meet with the guest after the reports so that he will be able Business to leave afterwards. Beth said that along with discussing the minutes remember
benefits the Mayor came to us and suggested that the Parks Board could set
for part-time employees for the Park’s Director and that is in fact not the case. Everyone should have a copy of the Indiana Cities and Town Bulletin she received this a week after our meeting from the State Board of Accounts. It’s an opinion from the Attorney Generals Office and it very clearly states that salaries can be increased by the Park’s Board but any benefits can only be granted by ordinance by the City Council. She just wanted to share that with everyone so that we wouldn’t have any confusion. There’s a couple other things in there. If we created new positions during the year, increase salaries, all only if it is within our budget and there is some information about transferring money between different budget accounts. We in fact do not have the power increase benefits. Any questions? Cindy Montgomery stated that she keeps getting a bill from Cahill Lawn Care and she wanted to know if it was something that Tom had order but he had not. She said she would contact them and let them know. Beth asked if there were any questions. Mike Pence wanted to know if we have a park at 302 North 13th? We are paying the light bill for 302 North 13th and that’s a bunch, \$185.00. Tom indicated that we didn’t know if that was the one for the main shelters. That really wouldn’t be at that address. Tom said it might be the crossing flashers but Mike thought it wouldn’t be that much money. Mike said it would have to be something with heat and

air conditioning for the bill to be that high because all the rest of the bills are less than \$30.00 which is normal. Tom said we have a meter that we read and a sewer there behind the bank but that's not even North 13th, that's south. Beth wants to know what the appropriate number for that bill. Mike said #351.

Page 2
Dec. 10, 2012

Discussion begins with Tom explaining that he has gotten rid of all the old toddler swings and they are bringing new ones and some of the adult swings are changing, which also includes three of the special swings for physically challenged children. Tom thinks they are about \$700.00 a piece. Tom said that was originally supposed to be in the bond but we had an issue with one of the prices we received for one of the shelters. They gave him the right price for the size of the shelter but the shelter wasn't the right size so he had to take money out of the budget for the playground equipment and that freed up that much more money in the bond to cover making the shelter larger and that is why they bought the swings instead of having them come out of the bond. But we had the money budgeted for it. Someone wanted to know which shelter and Tom said it was the Hilltop shelter. Tom said that when they measured the Hilltop shelter, they measured from post to post instead of from the edge of the concrete and he never caught it until he got the drawings to approve and he caught it at that point which was before manufacturing so he got it all worked out. Beth wants to know if there are any questions and stated that all these bills have been paid so there is no need to approve anything.

Director's
Report

Fitness - 9 renewed 3-month passes \$360.00, 7 daily \$35.00, total \$395.00, year-to-date \$5,045.00.

Group Exercise - 4 renewed 3-month passes \$160.00, 7 daily \$35.00, total \$195.00, year-to-date \$3,180.00.

Combo - \$0.00, year-to-date \$330.00.

Senior - 6 renewed 3-month passes \$240.00, total \$240.00, year-to-date \$3,385.00.

Hornet Park Room Rental fees \$1,765.00, year-to-date \$15,501.25.

Shelter rentals \$0.00, year-to-date \$9,945.00.

Dog Park -

Page 3

Dec. 10, 2012

Instead of Tom reading the report everyone is to read it on their own and ask any questions if there are any. Beth would like to know if we can take a look at how the revenue is compared to last year. Rick Skirvin asked Nancy if the dog park still begins in January so if you get it in November, you have to get it again in January. Tom said yes, it is January to January. Beth is reading that fitness for December was \$5,045.00, last year \$7,930.00, so that is down for the year. Group exercise this year \$3,180.00, last year \$2,505.00 so that's an increase. Combo this year \$330.00, last year \$1900.00, that's a big drop. Senior this year \$3,385.00, last year \$5,165.00 is also a decrease. Room rental fees this year \$15,201.25, last year \$19,440.00. Shelter totals this year \$9,945.00, last year \$11,765.00. Beth is sure that would go down just because it was so hot this year. Tom said that last year we rented shelters until almost November but this year because of the re-roofing the main shelters and demolish the other two so we stopped at the end of September. Beth doesn't have a year-to-date total for this year or last year so she will look into that. So we are down about 20%? Beth said any other questions about that? Maybe we should do some free advertising on some of the things we have to offer. I don't see spending money on marketing campaign. Tom says when the new shelters go up we will get some good pictures and Beth thinks that is true, it will help and there will be more interest next year. Tom said when the new playgrounds are reconfigured slightly with the new equipment, Southgrove that restroom building will be painted to match the shelter. Beth asks if there is anything else going on in the parks. Tom says there are quite a few things going on. The repairs to his office from water damage a few years ago. The ceiling had mold so he is going through and fixing those things now which is not really a remodel its really maintenance and will look nice. Tom said they are doing ground work for the restroom to be delivered which should be late February. He has taken down the chain link fence from the ball diamond over to the creek. We have boulders in there and that's going to be landscaped once the restroom goes in place. Did they flatbed it in? Yes, Tom said they do all the sight work and everything. He worked that into his budget. For \$3,000.00 they will do absolutely the whole deal. The shelters are down and Tom said we still have some work to do on the concrete to make

Page 4

Dec. 10, 2012

that as good as possible before the material gets delivered. The swing sets have been delivered. The fence guard for the diamond in the park and for the little league is here now and he is hoping that can be made into a project. He has 6 – 250' rolls that can be placed on the fence on the little diamonds. On the big diamond in the park instead of the corrugated pipe, we have a hard plastic which is round and it fastens at the base with zip ties in 8' sections so that should look really nice. Tom said new restroom doors in Southgrove that have been ordered. The new sign at the entrance of 15th Street and Main. The signs for Templin field and Hartman Park have been ordered. Beth says are we going to do a Dedication ceremony at Templin Field? Tom said yes, the first game at Templin Field depending on the weather. It should look like part of the original sign. It is designed to match the sign and it is going to be mounted on top of the score board. Beth adds that the Historical Society will be t-probing for headstones and she stopped by a couple of times that afternoon and you will see a couple of orange flags for what they found. What they found was, so far, they didn't do the whole area. They found 1 foot stone, several bases for headstones, no headstones, just bases and a lot of rocks. They did uncover what they found to see what it was and they replaced the divots that were taken out and one of the members offered to bring grass seed this spring to smooth out some of the areas where they started. Beth was there when they were working with a Professor from the University of Indianapolis and he told them that what they found in 3 hours which really wasn't very much that they should probably consider getting a ground probing radar but she didn't feel anyone has the money to do that. They could continue the t-probing but that they would probably do better with the radar but she doesn't know that is something they would be able to do so Beth asked that Frank Schwer keep up informed on what they going to be doing when they are coming back to do more probing and what they find. Tom said for new members you should know that we have offered to make a memorial that would note that the cemetery existed and a list of names that we know were there at least at one point and time. Beth reiterated that to Frank. She didn't know if the new members knew that their vision would be to restore it to a cemetery. Joe Prindle said to bring members up to date on that they said in 1955 the City Council didn't think it would be used that much and that they just tipped the headstones over and covered them with earth and they showed in the paper

that is what they did in 1955 and now there are a few survivors of the families that would like to know where the headstones are but by not hitting any headstones, just foot stones, which could have been the head, because we are not sure where they placed the head. He knows that in regular cemeteries, being in the business at one time, that you had to face west so when the second coming comes so you could come out of the grave. Other people said that is superstition but I believe in Jesus so I think the second coming is coming but that is just my opinion. Joe agrees with Tom that a memorial and all the names would be fine but to call it a cemetery again and take away our park area, no. Beth said it would be difficult to do anyway because obviously there are not headstones at each grave and there is no way of knowing who is buried where if the bodies are all still there so I think that would be kind of impossible to put it all back together.

Tom is mentioning Nancy's retirement and they weren't sure how they were going to fill that spot when it was left vacant by Nancy's retirement and we were only budgeted for \$25,000 next year for a part-time person to what Nancy has been doing which is more than a part-time job. It worked out that the Director of Public Works had Alma Rish who is right here working as a receptionist and he has decided that he would rather use those funds for a laborer, a part-time laborer because they are short handed. My proposal is to have Alma come over here and take over for Nancy. Alma right now is a crossing guard, part-time bus driver when needed and working with Brad. She is going to give up the crossing guard job to do this job and she is going to be here 32 hours a week. It is going to be one of those things that has to sort of evolve and see if it can work and we may have to approach the city next year to say we can't do it this way we need to go back to the way we were. Nancy's retirement is December 21st, she is going to stay through the first part of the year to help with reservations for all the facilities. Tom said we will also keep Nancy on our roster of employees in case we need people to fill-in.

Cindy asked if that all fits into our budget and Beth said it should because her full salary was budgeted through the end of the year. Alma is still being paid by Brad until the end of this year. The Board all welcome Alma. Tom said he would put together a report for the next meeting.

Guest

Butch wanted to bring a proposal to the group essentially to form a Beech Grove Paw Park coaches group. He has a number of friends that are members of the dog park and they have already formed an unofficial group interested in helping people get acclimated to the dog park. They would like to propose a group of people be approved to be the Paw Park Coaches, identified by name tags and t-shirts.

Page 6

Dec. 12, 2012

Tom has two points to bring up. One, you can't do an open day without having vet records for every animal that is there and the reason that no one is doing this is because dog parks were set up very carefully by attorneys to be an at your own risk program. So while we could make it

public that this group exists, he doesn't think you want to make it a city official group. Cindy can see all kinds of liability issues here. Discuss was held about the pros and cons of posting information. Cindy thinks that if we offer any other advise, we could run into liability issues there, so you kind of have to have a hands off approach. The other thing
Bye

said that in working with the volunteers, he doesn't think they have any authority. Butch's response is that is why they are calling their selves coaches, not dog park patrol. Tom said we can advertise that on such and such

day they will be there and can share their experience with how the dog park works. Bye said it is not officially sanctioned by the City of Beech Grove so he isn't sure we want to advertise it. Cindy doesn't think it would be a problem to give people information on dog etiquette.

Bruce's concerns are about liability issues and our minutes regarding our position on this would need to be carefully worded and reviewed by someone who has legal knowledge

because the minutes are the official record and they come back to say okay did the Park's Board officially sanction this or not. When we do act on this we need the right language that says here is what we are intending to do and here's the position that we are taking so that it appears in the official record properly. Contact Butch with any more questions. Bruce isn't sure if we have given them informal permission for them to go ahead and do this on an informal basis. Tom said we didn't give them any permission. They just do what they do. Bruce said his question is whether or not we need anything. Bruce said

worst case scenario, something bad happens, they blame it on the person, that person says hey we talked with the Park's Board and they said we could talk informally and then everybody kind of conveniently forgets that we really removed ourselves from any liability. Until the bad situation says that they actually did have

permission from the Park Board, show me that they didn't. Because it's in the minutes that Butch came in to talk with the Park Board. Bruce's question is what do we have in the minutes to basically say it is informal and we do not assume any legal responsibility. Cindy said we basically did tell him that and that should be enough.

Unfinished
Business

Beth is beginning the Greenscape report. The last meeting we had a meeting with a representative from the Schneider Corp., at Crossroads Engineers looking over the landscape plans for the main street project and Tom was there as well. Our main concern is really the overall maintenance that is required with the increased number of street trees and planting beds. Tom said there was a meeting scheduled today at 3:00 that Tom missed but the Mayor was there and Tom talked to Trent Newport afterwards and they have already done a reduction in planting and the number of trees.

Page 7

Dec. 10, 2012

They decided to install the irrigation and we would try to use it for at least the first year to get things going. It is better to install it and have it there. Beth said the other thing they requested is that there were two of the tree species they had listed are actually on the cities list of prohibited street trees so we asked that they consider replacing those and suggestions for what they might do for that. Some of the other concerns we had were planting trees in front of existing yard trees or too close to existing buildings or even too close to each other. Some of those things will be addressed and adjusted at planting time when they will actually see where the tree is going to go. But basically the current plan represents the direction the city wanted to go with the design for main street. Just like Greenscape Commission's test and advisory group can make recommendations all Schneider can do at this point is make recommendations to InDot because this is there project now. Tom said we are trying to make it a little more practical since we don't have any additional labor or any additional money. They have even put grass on the north south streets back to the alley which has added probably 8 hours of trimming and mowing just with the grass on Main Street and they have flower beds. The trees are in the ground and the plantings are in the ground. Bruce stated that there should be guidelines that you don't paint the street for various holidays. After discussing this with the Mayor, he understands that there isn't going to be anymore street painting. Beth said that Tom is looking for a recommendation for replacement of crab apple trees along that drive coming into Sarah T. Bolton off Main Street and Dave Miller suggested going with Thornless Hawthorne.

Beth said we have to vote on fee structures and decide if any changes will be made. Rick said since we have a decrease in usage, he can't see us raising fees. Nancy suggested adding Room 'O' into the fee structure. Right now these rooms rent for \$12.50 an hour on weekdays and \$25.00 an hour on weekends and holidays. Beth asked if we want to also set a rental fee for Room 'O'? It's used occasionally. Not for profits or city

groups are exempt from fee. Room 'D' and Room 'F' rent for the same amount. Rick motions that we keep the fees the same for 2013 and Cindy seconds. Rick also includes Room 'O' in the motion to

stay

in line with the other rooms, Room 'D' and Room 'F'. Beth says we have a motion to keep all of our park space the same for 2013 with the addition of Room 'O' to rent for the same amount as Room 'D' and 'F'. Cindy seconds.

Page 8

Dec. 12, 2012

Beth asks if there is any other discussion. Joe asked if we are also keeping the new shelter houses the same. Joe is thinking that since we are getting new shelter houses that we should increase the price an additional \$5.00. Bruce wants to vote on this motion and then go to the shelters. Beth asks all in favor say aye. All ayes, none opposed. Motion carries. Joe's point is we are getting new shelter houses in Challis Park, the Hilltop Shelter and a new restroom. We are making an effort to bring things back in line and make it more presentable. Everything else goes up. Bruce asks why not \$20.00 more. Tom said he thinks we need to remember where we are and the people of Beech Grove if they want to use them it needs to be affordable. Beth said rentals have already been down this year so we should at least wait and see. Joe said that is fair. Tom said that they do pay for themselves and all we really have to do is provide trash bags and the removal of the trash and from time to time, replace a picnic table. Joe said he would back away from this until next year. (the tape messed up at this point so I had to go from the notes Nancy had written) Beth said she thinks we are comparable to Speedway and they are a smaller community. Rick motions that the shelter fees for 2013 remain the same. Joe seconds. All ayes. None opposed. Dog park fees remain the same. Membership is still \$35.00 and a \$10.00 key fob fee. Rick motions that the dog park fees remain the same, Cindy seconds. All ayes. None opposed.

Discussion moves to a letter from Dr. Kaiser regarding the lease agreement for Hornet Park which was signed for another 20 years. Bye asked what happened to the idea of a Health Clinic? Community has

offers to buy property on Emerson Avenue. More discussion. Joe indicated that there was over-whelming public support to have the Community Center remain the Community Center. Rick wanted to know where R.D.C., is on projects and funding approval.

St. Francis Walk to Remember requested permission to reserve the 3 main shelters for Saturday, October 5th. Joe makes a motion for approval, Rick seconds. All aye. None opposed.

Board votes on approval for M.A.D.D., 2013 schedule for free room usage. Rick motions, Joe seconds. All aye. None opposed.

Page 9

Dec. 10, 2012

Discussion begins about the Indiana Department of Child Services wanting to use our facility for their monthly meetings. They are interested in two rooms. One for the adults and one for the children. Bruce is concerned about clean-up which must be completed or charge a custodial fee. Being approved on the condition of a waiver of fees or custodial fee. Rick wants a Certificate of Insurance. Discussion was held. Rick wanted to know if someone from their organization could come to our next meeting for questions. Board approved usage of \$50.00 fee for 2 rooms, Room 'D' 'O' or 'F' for 2 hours plus Certificate of Insurance listing the City as additional insured. Bruce motions, Rick seconds motion, Aye-Cindy, Aye-Mike, Nay-Joe.

Beth begins discussion regarding the Clerk Treasurer wanting the Park to merge funds. Non-reverting would remain separate. Softball and donations would be merged. The Clerk Treasurer is asking that the softball and donations fund be eliminated. Bruce moves to combine 213 and 217. Rick seconds. All aye. None opposed.

Tom has surplus material, an old JVC T.V., (#13212564N) to be disposed of. Rick motions. Mike seconds. All aye. None opposed.

Discussion begins about the Park Director, Community Center Facility Manager and Park Board President to waive a fee for the Community Center or shelter for non-profits. Joe motions to amend the reading on the September 13, 2010 meeting on page 614. Rick seconds.

All aye. None opposed.

Adjournment The meeting was adjourned at 8:44 p.m., motion Joe Prindle,
second-Cindy Montgomery. All aye. None opposed.

Secretary_____Approved_____