

# Morgan County Park and Recreation Board

180 S. Main Street, Suite 112  
Martinsville, IN 46151

Draft Meeting Minutes  
December 19, 2017  
Waverly, IN  
7:00 p.m.

## Welcome / Review Agenda / Review Last Month's Minutes

The meeting was called to order at 7:00 pm by Joe Tutterow. Attendees include Joe Tutterow, Eryn Fletcher, Joni James, Volitta Fritsche, TJ Fritsche, Clinton Chapman- Board Members; and Dave Mow, Sarah Wright, Greg Marlett, Darryl French, Michael Fellow and Kenny Hale. The agenda was reviewed, David Mow had an additional item under Waverly and Volitta added an item to discuss day with Santa. Agenda item 1 was reviewed and then Clinton Chapman made a motion to accept the minutes. Joni seconded the motion. The motion passed unanimously and the minutes were approved.

## Constructed Wetlands at Burkhart Creek

The mitigation site at Burkhart Creek is mitigation for the Dam at wildwood lake. The Burkhart Creek site had a wetland on it and the property was used to expand the wetland for mitigation purposes, which required a 4:1 mitigation ratio. Altogether the site is 8 acres. About 2-1/2 acres must be wetland. This was constructed in 2011/2012 and monitoring began in 2013. 2018 will be the 5<sup>th</sup> year of monitoring, 8 years of monitoring are required for forested wetlands. The site is doing very well but there are 2 main concerns: hydrology – western lobe of site is a bit dryer than expected, survival of trees is lower and decreasing due to hydrology (survivability is down to 42%). There was a site meeting in July with the regulatory agencies. The result was an agreement to plant additional trees. Additional trees were planted in November of 2017. A site plan was distributed. The yellow area is the dryer area where a wetland did not develop, green areas are locations where unplanned wetlands developed. A botanist visited the site and identified 95 species. Invasive management practices are in place. A chronology of site pictures was distributed. It is expected that the site will be released from monitoring in 2020. The area within the red boundaries will be deed restricted in perpetuity to maintain a natural wetland state.

The need for an ongoing operations and maintenance plan was discussed. Educational materials were requested. The permits were an Army Corps of Engineers RGP and an IDEM Individual permit. Any changes would require coordination with Wildwood and the permit agencies. The potential for additional trail connectivity and a bridge was discussed. Sarah will follow up and provide a brief O&M plan and guidance for the site as well as documentation on standard deed restriction language.

## Budget Update

- 2017 Status: Copies of the budget worksheet were distributed. Vouchers must be submitted by the 29<sup>th</sup>. The worksheet includes vouchers submitted that have not been approved. The second page includes recent purchases: such as Santa, small tools from Lowes, Meg's website, porta-pot service, 16 picnic tables, a laptop and a chainsaw. Two ADA picnic tables are required. Joe found a source for ADA compliant tables and suggested that 2 be purchased at a cost of \$325.95 each. Kenny asked if pricing for longer top boards was researched. The tables must be assembled and longer top boards could be placed on 2 of the tables instead of buying ADA tables. Eryn Fletcher motioned to purchase additional table top materials to modify two tables. Volitta seconded the motion and the motion was approved unanimously.
- 2018 Status: The budget for next year includes \$20,000 for salary which is half of what the Board requested. Joe will work with Daniel regarding this and will be the Council Agenda in January. There are no human resources protocols at the county regarding the length of time to post a position. The position description and first 6 months work plan are close to being final but will require close work with the Council (Ryan and Daniel) in early January.

- Purchasing Update: See description under 2017 Status.

### **Waverly Update**

- Trail Status – damage due to flooding has been addressed. Backfilling around the trail is ongoing with asphalt undercutting repaired. There were 5 areas of concern that Kenny has been working on, trying to get as much done by December 31. Work includes: french drain, swale, grading. Kenny hopes to have parking blocks and removable bollards in place by the end of the year. Work done this year will be paid from a federal grant and work next year will come out of the RDC.
- Day with Santa: Was a big success. Estimated attendance was 300 – 350. Jan Walters was on-site for demonstrations. The school and church worked to support the event and several donations of goodies were made. See Volitta if you have ideas or want to request some of the leftovers.
- David Mow: Carla Monocle, David Mow & Greg Marlett are starting an Invasive Management Steering Committee. This will be funded with a \$2000 grant. An invasive species pull is scheduled for Waverly – garlic mustard on 3/24/18. David requested a park board member attendance at the steering committee meeting on 1/22/18 from 3-4 pm. Burning and mowing on a 3-5 year cycle is needed for prairies. It was suggested that a plan be developed. Greg Marlett is conducting a burn workshop on 2/24/18. It was suggested that a Park Board representative attend any burns at Burkhardt Creek. Joe questioned who would be putting together the plan. He will ask Chad about this. Joni talked with Darren Bridges (Fire Headquarters – DNR) about a burn and if they would conduct a burn for us. Joe will bring additional information to the January meeting. The Steering Management Committee will meet the first Tuesday of the month.

### **Burkhart Creek**

- Greg talked with Dave Bradford from Wallace and the parking blocks are being replaced.
- Greg noted that the porta pot servicing is getting to be an issue again.
- There are sinkholes from collapsed drain tiles. The drainage is currently open. Repair strategies were discussed. \$10,000 was used for establishing the prairie. Joe will talk with our contact at USFWS about the prairie as well as the burn/mow strategy.

### **Marketing / WCBK**

- WCBK is happy to give us a monthly time, usually around 12:20 – 12:30. The spots would highlight park events and resources such as Joni and David. The board was supportive. The Wednesday after the regular board meeting was discussed and recommended for the recurring program. Volitta will be the liaison with WCBK. Desirably, topics will be developed with a quarterly look ahead schedule.

### **Property Regulations / Guidelines**

- Property guidelines were distributed. The fee structure was also distributed. Discussion on the Park Rules and Fee structure ensued. Both have been reviewed and refined by Tim Currens, an attorney providing legal services to the county. Deb Verley has agreed to be the point of contact for fee collection. All structures available for rental have been inventoried and listed. Alcohol is only allowed by special permit with a variable deposit structure for alcohol/non-alcohol rentals.
- Doggie clean-up stations are needed along with education to clean up after your pets to comply with rule #4.
- Volitta made a motion to approve the Morgan County Parks and Recreation Rules and Fee Structure. TJ seconded the motion which was passed with unanimous support. This allows these to be submitted to the Council and Board of Commissioners.
- A tort claim was submitted for a child who injured himself walking on top of the boundary posts. The claim was denied.

### **Park Board Misc.**

- Board Member Status: Park Board seats are 4- year appointments. The Park Board statute was emailed to the Board prior to the meeting. The ordinance was established in 2004. The board must elect a

President and Vice President. Next year, Greg Howard has to run for president and Volitta has agreed to run for vice president. Joe can serve as treasurer and Eryn can continue to serve in a secretary position. This slate of candidates will be up for election in January.

- Bill Mitchell has been appointed to fill the SWCD seat on the Park Board.
- TJ Fritsche will continue until the Judge makes a new appointment. Joe will contact Deb Verley to get with the Judge about an appointment.

### **Other Business**

- Greg Marlett noted that there are wildlife tracks across the trail. Turtles, eagle, albino racoons and squirrels have been seen.
- Limbs, leaves, and mud maintenance were noted as problematic – a volunteer program or heavy/recurring maintenance program is needed for the trails. Volitta requested that she be contacted if complaints are received to get maintenance completed.
- Web site: A contract is in place for site development. The consultant will attend the January meeting.
- Position Description & Duties: Information from Daniel and Ryan is needed.
- Position Logistics: laptop has been procured. The phone will be included in the budget. Office space may be in the Bank building or the county shared space.
- Security: no progress, no report this meeting.
- TED Grant: no progress, no report this meeting.
- Joni thanked the Board for the opportunity to serve and expressed interest in continuing to work as a volunteer at the Parks.
- Green 3 – Dawn Kroh has resumed the liaison position with MCPRB and plans to attend either the January or February meeting.

**Confirm Next Meeting** (January 22, 2018 in Waverly, January)

**Joni motioned to adjourned. Joe seconded the motion. The meeting adjourned at 8:58 pm.**