

## **Morgan County Park and Recreation Board**

108 S Main Street, Suite 112  
Martinsville, IN 46151

Meeting Minutes  
June 27, 2017  
Waverly Methodist Church, Waverly, IN  
7:00 pm

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

Attendees include: Board Members: Joni James, Greg Howard, Joe Tutterow, Eryn Fletcher, Volitta Fritsche, Thomas Fritsche. Staff: Greg Marlett, Advisors: Kenny Hale, David Mow, Board President Joe Tutterow called the meeting to order at 7:05 pm. Agenda reviewed. The minutes of the last meeting were noted. Volitta Fritsche made the motion to approve the minutes. Joni James seconded the motion and the vote was unanimous for approval.

### **Budget Update**

There were 7 claims since the last meeting as shown on the budget worksheet. Utility expenses through 5/31 are \$1,519.35.

The Budget proposal requested funding for:

- a full time Parks Director at a salary commensurate with SWCD Education Director,
- a part time corrections crew supervisor with a 3% salary increase,
- increase in travel for expanded staff,
- an equipment trailer,
- and \$3,000 recreation equipment.

The total budget proposal is \$168,529. The budget narrative is due after July 4. Joe Tutterow will be presenting the 7/7/17 Rural Development Commission meeting to present on the Park Boards past and future spending. President Tutterow will also brief the county.

Upcoming purchases include 30 tents. Lowes accounts receivable cards are in and will be held by Joe Tutterow, Greg Howard, and Volitta Fritsche for incidental purchases.

The availability of a TED Grant, which is a CVB special project to attract visitors to the county and could cover 50% of project costs was mentioned.

### **Board Member Status**

Joe Tutterow with check with Purdue Extension about their participation prior to the next meeting.

### **Program Report**

Greg Marlett:

- Provided draft job description for the Parks Director position.
  - A small group will work with Greg on the position description. Please send any comments on the draft to Joe Tutterow so they can be sent on to Greg.
- Park Inspections were conducted over the past few weeks. An inspection form was distributed. Discussion on inspections included:
  - Frequency – desired weekly,
  - Protocol for documentation and resolving deficiencies, records will be kept electronically and contractual services may be needed to resolve safety issues in a timely fashion;
  - Potential utilization of volunteers for inspections, Mr. Hale noted that there are local volunteers that may be interested in taking on the duty.

- Porta-pots were discussed again. The claim to pay for the stolen porta pots was denied. Joe Tutterow is requesting the original contract with the service provider (Izzys). ADA accessible porta pots will be placed and a new service agreement signed. The Board should consider obtaining more vendor quotes.

#### **Property Regulations/ Guidelines – Status**

Joe Tutterow and Greg Howard met with Attny. Tim Currens. There are some minor changes needed and they will keep working on establishing regulations. Wedding and event requests continue to come in with a few on the calendar. Donations can be given to Deb Verley. Payments and firm reservations are not possible until the regulations are in place.

#### **Burkhart Creek Update**

- **Izzy's** – Portable Toilets: new porta-pots are being delivered. They will be secured through the bottom.
- **Activity Update** – bird monitoring is ongoing
- **Other** – It was noted that there may have been overnight/ camping / residence in the park.

#### **Waverly Update**

- **History/ Friends Group Meeting:**
  - held at Waverly Church,
  - requested themes and information for 10 interpretive park signs to be dropped off at the Waverly Library.
- **Green 3:**
  - Maps received from Green 3

#### **Kenny's Update**

- Kenny will be submitting the commercial sewer system application soon. He will meet with soil analyst on July 5. Soil analysis will cost \$300. A Presby system is need with a projected cost of \$8,000-10,000 (includes pump)
- Active Project quotes:
  - Delaney house – 3 quotes received as follows: \$15,000, \$16,700 and \$19,000
  - Delaney garage – 2 bids received at \$1,800 and \$1,886.
    - Greg Howard motioned and Joe Tutterow seconded to accept the bids from Grabers Post. Vote approved with 5 yes and 1 abstention.
  - Brick work
    - Joe Tutterow motioned and Joni seconded. Motion approved unanimously.
  - Restroom foundation and block building structure – 1 bid was received. The bid was discussed and found reasonable.
    - Eryn Fletcher motioned and Greg Howard seconded to award. Vote approved unanimously.
  - Shelbyville log cabin – There is a 4 room log cabin in the Shelbyville area. IDT has submitted a proposal of \$30,000 to tear down, transport and erect the cabin.
    - Joe Tutterow motioned to approve and Greg Howard seconded the motion. Motion passed unanimously.
  - Indy Green works submitted a proposal of \$240 / month for maintaining the flower beds at Town Square. After discussion, it was decided to expand the request for services to include the rock garden and to get additional quotes.
- Ongoing projects:

- Delaney house repairs are underway. Stabilization and shoring of floors is complete. Currently working on bathroom. Exterior work will be delayed.
- Split rail fencing installation has started.
- Bank building vaults were painted. Chains and posts will be installed by 7/14/17.
- Blacksmith events:
  - 7/15/17, 9:00 am – open smithing session
  - 7/14/17 – NASEM meeting will be held at Waverly
- Other:
  - The raised planter beds are in poor shape. Need to check with vendor- Beds and Roses, regarding maintenance/ replacement.
  - Work on the Greenways Trail is scheduled in August.

#### **Website**

- Greg Howard is working on this and making contacts for website updates. The goals is to obtain a website design and then manage the site internally, preferably by the MCP Director. Greg will check with CVB website manager.

#### **Festival**

- Forms for vendors have been requested. Please refer requests to Greg Marlett.

#### **New Business**

- MCPB would like to order shirts and table skirts for events.

**Confirm Next Meeting** (July 25, 2017, in Martinsville). Greg motioned to adjourn and Joe seconded. The meeting adjourned at 9:12 pm.