

# Morgan County Park and Recreation Board

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

Tentative Agenda  
November 7, 2017  
Waverly, IN  
7:00 p.m.

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

The meeting was called to order at 7:01 pm by Joe Tutterow. Attendees include Greg Howard, Eryn Fletcher, Joni James, Volitta Fritzsche, Clinton Chapman- Board Members; and Dave Mow and Kenny Hale. The goal of the meeting is to review enough business that a regular November meeting will not be required. The agenda was reviewed with no additional items added.

## Budget Update

- Budget Updates (Budgetary and Worksheet) will be distributed electronically when available

## Old Business

- Confirm equipment list (all categories):
  - Prices for all equipment were provided by Greg Howard. The total equipment and furniture needs are estimated at \$4,933. This includes small tools, 10 picnic tables, and personnel equipment. It does not include a trailer. Cornhole boards could be purchase out of TIF. Eryn Fletcher motioned that we transfer funds to secure funds for purchase of \$5,000 of small tools and equipment as outline in the attached. Greg Howard seconded the motion. The motion carried under unanimous vote. Volitta is approved to purchase through Lowes or other vendor. Greg Howard will proceed to purchase the chainsaw and personnel equipment and submit as a reimbursable expense. Phone will be procured upon filling the position.
- Property Regulations and Fees
  - Changes to the regulations include: first page references language at bottom of second page, no alcohol allowed except by special permission or permit, deposit for guests with alcohol is increased to \$400, which is refundable without alcohol the deposit is \$50 for county resident and \$100 for out of county resident. The Board discussed the alcohol deposit rate and determined that \$400 was a good starting point.
  - Parks and trail rules – MCPRB is the acronym with a definition. Bullet 3 on firearms is stricken from the rules and will defer to the Indiana Code. There will be no hunting allowed on park property except thru special events. The hunting prohibition should be discussed with the attorney for appropriate language and need for language. Dog leash is covered by county ordinance which is cited. No fireworks will be allowed. Grills will be purchased (TIF). No overnight camping, skateboarding, geocache registration are included.
  - Next step – Joe hopes to have this ready to go before the county council and commissioners the first quarter of 2018, goal of January 2018. Board will need to vote in December.
- Program Report
  - Greg spent 65 hours at SWCD, 63 hours at Park. Complete program report attached. Toilets are much improved. Trash service is improved. Parking blocks are in need of replacement at Burkhardt. Greg Howard to follow up on parking block replacement.
- Kenny Hale Update:
  - November 21 at 9:00 am Kenny will conduct inspection along trail. Kenny working on markings for handicap ramp & parking, backfill along path, patch area. DNR is requesting a barrier between bike/pedestrian and vehicular traffic. Seed, straw, seedlings still needed.
  - Kenny requested information on fencing around parking area – does board want this done? There are 26,000 pavers that need to be brought over to the park property for storage in the

- near term. Various options were discussed. Kenny will talk with Martin Marietta and find location requiring fewest moves.
- Forge master – Blacksmith club – Kenny requested that Darryl French be designated the resident Tin Smith. Discussion ensued on what this meant. In general, the board requested that this be defined. Kenny will work with Darryl to document what this means. Overall this is seen as a benefit to the park but additional clarification is being sought.
  - Bollards and options for preventing vehicles from using the trail were discussed. This will be a task for 2018.
- Staff Logistics
- Volitta checked on office space – it is \$40 per month. This includes internet service. The office is a shared office in Martinsville with the CVB and other agencies and is a great location.
- Burkhardt Creek Wetland
- Tree planting is underway. The consultant is planting the trees in the wetland, they are wetland varieties. They will be visiting the board in December.
  - A section of drain pipe has been uncovered due to erosion.
- Security
- This item was tabled until the next meeting.
- TED Grant
- Joe has put the CVB on notice that he will be applying for a grant for the security equipment. There is no deadline for the application.
- Board Status
- Joni is stepping down at the end of the year. Clinton Chapman is planning to stay. In January a slate of officers is needed to represent the board. Greg Howard is interested in stepping up to the role of Board President. Joe would be willing to perform the duties of Treasurer. Eryn does not mind continuing with the secretary duties.
- Friend(s) Group
- Volitta would like to volunteer to coordinate with the Friends Group and working with the Park Coordinator for volunteer groups.
- Status / Progress on the website
- Meg & Joe provided estimates for \$4,800 of work to develop the website for county hosting. Joe Tutterow stated he would like to share with Tasha at the CVB meeting tomorrow night. Clinton Chapman motioned that the proposals be approved pending Joe's referral from Tasha. Volitta Fristche seconded the motion which was approved unanimously.
- Agreement on the job description and 6-month goals
- Key changes made about experience and training. This was re-worded as shown under qualifications. The wording is specific for a part-time position and will need to be updated for a full-time position. The new language will allow flexibility in hiring. Greg Howard motioned that the job description and first 6 months expectations be approved for posting in December of this year. Joe Tutterow seconded the motion. The motion passed unanimously.
  - A hiring committee will be needed to conduct interviews and evaluate candidates. The MCPRB will need to follow the county process with Deb Verley's assistance. Joe will discuss with Deb to get more information.

## **New Business**

- Santa in the Park (December 9<sup>th</sup> or 16<sup>th</sup>); 2p-4p (\$125); misc. supplies to be provided by Park Board
- The costs above are a quote that Volitta received. The dates avoid events at Waverly school and the Mooresville Victorian Christmas. Joe motioned to approve \$250 for Santa at the Park on December 16<sup>th</sup> with Volitta to fill in small activities, December 9 will be back-up date. Eryn Seconded the motion. The motion passed unanimously.
- Remodeling of garage at Waverly; Maintenance Building
- Volitta requested that the garage be made secure for use as a park maintenance facility. Kenny has plans to expand the garage. The garage would house the lawnmowers, small tools and

supplies that the MCPRB owns. Any expansion would need to be within 51% of the current value of the structure. Kenny would need to check on what would be allowed to qualify under substantial improvement. Use is desired in March or April. Joe pointed out that any expansion should be done now under TIF funding. Joe requested that Kenny look into this and report what can be done and report back to the board.

- Kenny Hale apologized for the haunted hayride not happening this year.
- Quotes on the Delaney House will be discussed at next meeting.
- Cornhole boards – TIF funding – this is spring work. Expect that this will be in February/ March meeting
- Hendricks county regulations state that the use of firearms on park property is prohibited.

**Confirm Next Meeting** (December 19 in Waverly, November 28<sup>th</sup> meeting cancelled) Joe will have the November meeting posted as cancelled on the website.

**Greg Howard motioned to adjourned. Joni seconded the motion. The meeting adjourned at 9:09 pm.**

**Adjourn**