

**PARKS BOARD
MEETING MINUTES
June 22, 2022
6:30 PM**

Nina Schroeder called the meeting to order at 6:33 p.m.

Roll Call: Don Buchert, Marty Hura, Nina Schroeder, Scott Weaver, Cookie Vanek

Other Village Personnel Present: Mayor Linda Clark

Citizens Present: Phil Rath

- ❖ Motion to approve May 18, 2022 minutes made by Cookie, seconded by Scott; all “ayes.”

New Business:

- Mayor Clark provided an update on Buchert Park Phase 4:
 - CT Consultants is working on the grant application, due July 15. Once completed, the mayor will send a copy to Phil, who will share it with the DMRC.
 - The Village received a signed interagency agreement from the DMRC.

- The mayor provided a Buchert Park Phase 3 update:
 - A pre-construction meeting was held at the park earlier today with Northeast Ohio Trenching (awarded the contract at \$71,420).
 - Work will start next week. The projected completion date is July 29.
 - Both sides of the new pavement will be seeded the week prior to the Potato Festival.
 - During the pre-con meeting, the mayor provided important information to CT Consultants and Northeast Ohio Trenching, making both aware of a sanitary line that runs from Sontag Ln. to High St.

- The mayor never received response from Christine Craycroft of Portage Park District regarding missing signage. The mayor has no update from Charlie English regarding the absent concrete signage by English Realty.

- The mayor asked Nina to explain an idea discussed by Council at its June meeting, regarding memorandums of understanding (MOUs).
 - Nina stated that the committee seeks to establish formal protocol, compelling those wanting to propose/enact Village-related projects to first generate an MOU with the Village—prior to any expenditure of Village resources.
 - The mayor noted that the Village often has no way of knowing what local organizations—like the DMRC, the Rotary Club, and the Lions Club, among others—have planned. This causes conflict.
 - The mayor noted that communication between the Village and the DMRC is mostly through Phil and reading the DMRC’s meetings minutes; the DMRC does not often attend Council meetings. Communication between the two needs to improve.

- The committee noticed that the DRMC sometimes makes decisions for the Village without first presenting it to the Village’s legislative authority for approval. Although well-meaning, this costs the Village money without prior budgetary approval and bypasses Council’s legal decision-making.
- Nina and Scott expanded that the committee and Council want to establish a more rigid framework and acknowledged the frustrations discussed at the May Parks Board meeting and June Village Council meeting.
 - They want to alleviate unclear communication/expectations by following proper channels.
 - Scott acknowledged the turnover in Council, citing new perspectives and fresh ideas, and applauded the mayor, Council, and the DMRC for having the same goal: to serve and improve the community.
- The mayor cited several projects that have resulted in discrepancies, unforeseen costs, and/or headaches to the Village:
 - Hanging sun shades at the mini-park (colors were presented by the DMRC and approved by the Village, but shades actually hung were different colors than those agreed upon)
 - Converting concrete trash bins into flower pots (no one has presented this idea to the Village, despite the bins being Village-owned, but the plan is recorded in the DMRC’s meeting minutes)
 - Placing DMRC-donated tables at the mini-park (the unforeseen costs of this project are the resources spent by the Village to clean/sanitize those surfaces every couple days)
 - Placing a DMRC-donated trash bin at the mini-park (this was not pre-approved by the Village, but is now emptied and cleaned by the Village and is another unforeseen cost)
 - Placing donated benches and trash bins around town (some of which are not on Village property but are expected to be emptied/cleaned by the Village, but were never presented to the Village for approval of placement and cost responsibilities)
 - Placing citizen-donated flower baskets around town with an understanding that the DRMC would water them (but it has slowly become the Village’s responsibility to water these in the few years since the project began)
- The mayor noted that one trash can was placed on Main St. by the DMRC and mostly generates waste from one business—and the business owner refused responsibility for emptying the bin. Because it is DMRC-owned, the mayor contacted and received an offensive, upsetting email in response.
 - DMRC president Edie Benner questioned why the Village did not add donated bins to the Village’s existing waste contract with Kimble, and the mayor noted that the Village was not consulted before placement and never agreed to this responsibility.
 - These decisions must be made by Council.

approve long-term costs to the Village, and plan for problems that may encroach Village property/resources.

- Phil asked if it would help Council to get the DMRC minutes.
 - The mayor said most already do.
 - Scott countered that an MOU would ensure direct/open conversation between a person/group proposing a project and the Village Council.

- Because the replacement of the concrete pavilion pad has been tabled, the project may become Phase 5 and the construction of bathrooms at Buchert Park, Phase 6.

Old Business:

- The bathrooms will remain on hold.

- ❖ Motion to adjourn made by Nina at 7:43 p.m., seconded by Don; all “ayes.”