

MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
MUNSTER TOWN HALL
Tuesday, September 17, 2024

MINUTES

Park Board members present: Dan Repay, President; Scot Pierce Vice President; Robyn Paulsen, Board Member; Mike Sowards, Board Member; Kristen Smith, School Board Liaison; Dave Nellans, Town Council Liaison.

Park Staff present: Mark Heintz, Director of Parks and Recreation; Kevin Dark, Superintendent of Operations; Jill Higgins, Superintendent of Recreation; Janice Uram, Recording Secretary.

Others Present: Wendy Mis, Clerk-Treasurer
Joe Hofferth, Town Councilman
George Shinkan, Town Councilman
Don Erminger, Munster Lion's Club President
Munster High School Students (see Attachment A)

1. CALL TO ORDER

President Repay called the meeting to order at 5:00 p.m. There was a quorum.

2. PUBLIC COMMENT

No one rose to claim the floor. No comments were received electronically.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

i. August 20, 2024 Minutes

It was motioned by Vice President Pierce and seconded by Board Member Paulsen to approve the August 20, 2024 minutes. The motion carried by a vote of 5 in favor and 0 opposed and the minutes were approved.

b. Confirmation/Approval of Park Vouchers

i. Approval of Voucher Register 24-9A dated 9/17/24 totaling \$57,504.66

ii. Confirmation of Voucher Register 24-9B dated 8/1-31/24 totaling \$122,891.86

iii. Confirmation of Voucher Register 24-9C dated 9/5/24 totaling \$1,991.50

iv. Confirmation of Voucher Register 24-9D dated 9/16/24 totaling \$775

It was motioned by Board Member Paulsen and seconded by Vice President Pierce to approve Voucher Registers 24-9A, 24-9B, 24-9C and 24-9D. The motion carried by a vote of 5 in favor and 0 opposed and the Voucher Registers were approved.

c. Reports

i. September Board Report

Staff met with several volunteer groups that regularly do work at Heritage Park to develop an improvement plan for the park that meets with the Town's approval. Progress continues on the new Pro Shop and Cart Storage buildings; gas and electric hook up should take place in the next week. Staff has been working with Cabeno Environmental to make improvements to the methane collection system. The Indiana DNR has approved the 5-Year Master Plan. The Red Roc Disc Golf Club sent the Department a letter with a number of requests for the River's Edge Disc Golf Course. The Fall Recreation Guide is out; program registration is in full swing. Fall Soccer games started on the 14th with 34 teams in four age groups and 68 volunteer coaches. Flagstone edging was installed at the Kaske House and mulch was spread. Staff met with Calumet Painting for quotes on replacing wood and repainting the pergola at the Monon Trailhead. Multiple irrigation breaks were repaired by staff and Thomas

Irrigation. Several handrail boards and missing bolts were replaced along the Pennsy Greenway. The golf course is dry, and conditions are firm and fast.

- ii. Town Council Liaison Report
The Town Council Liaison had nothing to report.

4. ITEMS FOR DISCUSSION/ACTION

- a. 2024 Pool Season Report

The pool season ran for 11 weeks this year with 68 employees. Patron attendance during that time was 19,198, up 14 percent from last year. There were 7 pool sponsors displaying banners around the pool deck. The pool operated at a loss of \$7,583 this year. There were 61 saves compared to 76 last year. The use of wristbands for height restrictions contributed to reducing the number of saves. The police were called only once vs. three times last year. Staffing always becomes an issue by mid-July with call offs and no shows for shifts. There were 8 birthday parties, 7 group outings, and 35 private parties.

- b. 2025 Pool Operational Recommendations

Due to the financial loss this summer at the pool staff has recommended a rate increase for 2025 of \$1.00 on daily admissions and group rates, and \$5.00 on season passes, private parties and birthday parties. The last fee increase was in 2022.

It was motioned by Board Member Sowards and seconded by School Board Liaison Smith to approve the increase in pool fees by \$1.00 for daily admissions and group rates and by \$5.00 across all categories for season passes, birthday parties and private parties. The motion carried by a vote of 5 in favor and 0 opposed and the increases were approved.

- c. Park Shelter User Agreement Update

At times residents have spoken up about shelter usage in some of the parks. Complaints of too large of a crowd, parking in residential areas and loud or vulgar music are common. Staff reviewed the Park Shelter Use Agreement Terms and Conditions, which the Board previously approved, and made several changes to the agreement as indicated in the red-lined copy included in the agenda packet. The Director recommended the Board approve the changes.

It was motioned by Board Member Paulsen and seconded by Vice President Peirce to approve the red-lined version of the Park Shelter Use Agreement Terms and Conditions as presented. The motion carried by a vote of 5 in favor and 0 opposed and the changes were approved.

- d. Pro Shop and Cart Storage Building Project Changer Order #7

Change Order #7 is to provide structural fill as required and install an additional concrete pad east of the new golf shelter to stage the golf carts. The Director recommended the Board approve the Change order in the amount of \$50,721.50.

It was motioned by School Board Liaison Smith and seconded by Board Member Sowards to approve Change Order #7 for the Pro shop and Cart Storage Building Project in the amount of \$50,721.50. The motion carried by a vote of 5 in favor and 0 opposed and the change Order was approved.

- e. Munster Lions Club Request Letter

The Munster Lions Club is seeking to rename the Munster Social Center to the Munster Lions Club Social Center. The Club's President addressed the Board and gave the history of the Club's involvement and investment in the building of Community Park and the social center. The Board was in favor of the name change and it was decided to give the final approval in a Resolution at the next Park Board meeting on October 15.

f. Cobblestone Park Quote

This agenda item was tabled as it was agreed upon that a Work/Study session needed to be scheduled to discuss the next steps after the approval of the 5-Year Master Plan. The plan for Cobblestone Park will be discussed in the session.

5. **ADJOURNMENT**

President Repay called for a motion to adjourn.

It was motioned by Board Member Sowards and seconded by Board Member Paulsen to adjourn the meeting. The motion carried by a vote of 5 in favor and 0 opposed and the meeting was adjourned at 5:32 p.m.

Janice Uram, Secretary

Date

Dan Repay, President

Date

**Attendance
Board of Munster Parks and Recreation
September 17, 2024**

Teah Pierce	1524 Tulip Lane
Isiah Bowan	9126 Greenwood Court
Gencsos Greenwood	590 Bensley Ave., IL
Addison Zila	1204 35 th Street
Adam Pelc	8932 White Oak Avenue
Paul Westerfield	1135 Melbrook Drive
That Pischner	1824 Fisher Street
Nathan Olsen	7407 Van Buren Avenue
Dylan Payne	10411 Quail Court
Luke Fugger	41 Heather Court, Schererville
Addison Ellis	1624 Bluebird Lane
Fernando Hernandez	1133 Ridge Road
Matthew Kowalczyk	8220 Kraay Avenue
Elijah Commer	8776 Parkview Avenue
Austin Spain	8059 Greenwood Avenue
Adrian Chavez	9106 Chestnut Lane
Anthony Paredes	125 Carnaby Place
Sebastian Mendoza	8009 Linden Avenue
Jack Skylar	1121 Holly Lane
Molly Walters	423 Fisher Street