

MUNSTER BOARD OF PARKS AND RECREATION
12:00 p.m. Regular Meeting
TOWN HALL CONFERENCE ROOM C
Tuesday November 6, 2018

MINUTES

Park Board Members Present: Robyn Paulsen, Vice President; David Cerven, Board Member; Ron Ostojic, School Board Liaison; Joe Simonetto, Town Council Liaison.

Park Staff Present: Greg Vitale, Director of Parks and Recreation; Jerry Rosko, Superintendent of Park Maintenance; Rod Potts, Maintenance Superintendent, Centennial Park; Janice Uram, Administrative Assistant.

Others Present: Dave Nellans, Town Council Member.
Beth Miller, SEH of Indiana

1. CALL TO ORDER

Vice President Paulsen called the meeting to order at 12:00 p.m.

2. PUBLIC INPUT

There was no public input. No one from the public was present.

3. ADMINISTRATIVE MATTERS

a. Approval of Park Board Minutes

October 16, 2018 Minutes

Board Member Cerven motioned with a second by School Board Liaison Ostojic, to approve the October 16, 2018 minutes. The motion carried by a vote of 3 in favor and 0 opposed.

b. Confirmation of Park Vouchers

i. Park Vouchers Confirmed Register 18-10F Totaling:

Fund 204 Parks & Recreation

Employee Payroll (\$31,697.14+\$14,255.00)

ii. Park Vouchers Confirmed Register #18-11A Totaling: \$27,336.37

Fund 204 Parks & Recreation \$9,168.43

Fund 419 Park Bond Proceeds \$12,826.00

iii. Park Vouchers Confirmed Register #18-11B Totaling: \$97,843.86

Fund 204 Parks & Recreation \$48,479.20

Fund 419 Park Bond Proceeds \$18,001.03

Board Member Cerven motioned with a second by School Board Liaison Ostojic, to approve Park Voucher Registers 18-10F, 18-11A and 18-11B. The motion carried by a vote of 3 in favor and 0 opposed.

4. ITEMS FOR DISCUSSION/ACTION

a. Presentation of the Draft Centennial Hill Design

The latest draft of the design project was presented by Beth Miller from SEH of Indiana. The design addresses the erosion with a material called Flexmat, which was designed for use on landfills. Eighty-six stairs with a number of landings will keep the incline gradual. A landscape timber and gravel fill for the stairs will prevent the need to bore into the ground which could compromise the liner. Upon completion, all native shrubs, plants and seed mix will be used as fill on both sides of the stairs. All plans must be submitted to IDEM for approval.

b. Master Plan Discussion

The only change to the Draft Master Plan was the addition of an additional Chapter 6: Visioning and Accessibility. This was recommended by the Department of Natural Resources. The Director gave the Board opportunity for any questions and comments. The final version will be sent to the DNR.

c. Purchase of Pool Lounge Chairs

The original plan was to purchase half of the chairs in 2017 and half with 2018 bond funds. As the bond budget was cut down, the purchase was removed from the Scope of Work. Half of the chairs have been purchased and funds are available to purchase the other half. The Director recommended the Board approve the purchase of the pool lounge chairs from Leisure Creations in the amount of \$14,722.00.

Board Member Cerven motioned with a second by School Board Liaison Ostojic, to approve the purchase of 250 pool lounge chairs from Leisure Creations in the amount of \$14,722.00. the motion carried by a vote of 3 in favor and 0 opposed.

d. Orchard Park Playground Design

The Director presented the drawings and price quote for the cost of the playground, an extra swing and a bench, and for the installation of the equipment, mulch and border. The Board previously approve the playground purchase price not to exceed \$27,000. Burke Equipment has quoted \$22,650 if installed by Burke installers. The installation would be \$13,160 for the playground and mulch. Upon approval of the 2018 park bond issue the installation can move forward, possibly this winter.

e. West Lakes Playground Discussion

The playground design selected by the Director and Superintendent of Maintenance was discussed. There is possibility for an almost \$20,000 discount if purchased by the end of the year. This purchase would have to wait for approval of the 2018 park bond issue. The Board agreed on the design and the potential cost of approximately \$100,000, not including installation. The cost is in line with the park bond Scope of Work. A formal recommendation to purchase will be presented to the Board once the park bond issue has been approved.

f. Poochapalooza Report

Event report including financials included in board packet.

- g. Pumpkins, Witches and Hayrides Report
Event report including financials included in board packet.

5. ADJOURNMENT

Vice President Paulsen called for a motion to adjourn.

School Board Liaison Ostojic motioned with a second by Board Member Cerven, to adjourn the meeting. The meeting was adjourned at 1:05 p.m.

Dan Repay, Park Board Secretary

Date

Michael Sowards, Park Board President

Date