MUNSTER BOARD OF PARKS AND RECREATION
5:00 p.m. Regular Meeting
MUNSTER TOWN HALL
Tuesday, January 19, 2021

MINUTES

Park Board Members present virtually via Zoom meeting technology: David Cerven, President; Robyn Paulsen, Vice President; Mike Sowards, Board Member; Dan Repay, Board Member; Ron Ostojic, School Board Liaison.

Present in person at Town Hall: Mark Heintz, Director of Parks and Recreation; Jill Higgins, Superintendent of Recreation. Park staff present virtually via Zoom meeting technology: Kevin Dark, Superintendent of Operations; Andrew Johnson, Centennial Park General Manager.

Others present virtually via Zoom meeting technology: Dustin Anderson, Town Manager; Wendy Mis, Clerk-Treasurer.

1. CALL TO ORDER

President Cerven called the meeting to order at 5:02 p.m.

Clerk Treasurer Mis gave the Oath of Office to Board Member Mike Sowards, who accepted his appointment to another 4-year term on the Park Board.

2. *PUBLIC COMMENT*

3. *ADMINISTRATIVE MATTERS*

a. ***Approval of Park Board Minutes***

i. January 5, 2021 Minutes

It was motioned by Board Member Repay and Seconded by Vice President Paulsen to approve the January 5, 2021 Minutes. The motion carried by a vote of 5 in favor and 0 opposed.

b. ***Confirmation/Approval of Park Vouchers***

i. Confirmation of Voucher Register 21-1C dated 01/11/21 totaling $645.92
ii Approval of Voucher Register 21-1D dated 01/19/21 Totaling $18,553.10
iii. Confirmation of Voucher Register 21-1E dated 01/15/21 totaling $38,169.06

It was motioned by Vice President Paulsen and seconded by Board Member Repay to approve Voucher Registers 21-1C, 21-1D and 21-1E. The motion carried by a vote of 5 in favor and 0 opposed.

c. ***Reports***

i. January Board Report

The Director reported the depth mapping of Clayhole and Maynard Lakes has been completed to aid future fish stocking plans. There has been discussion about having monthly "pop-up" beer gardens at Centennial Park this summer. Various contractors have been contacted to get quotes for two remodeling work at Centennial Park clubhouse. The The Superintendent of Recreation was a panelist at the Indiana Parks and Recreation's creative programming virtual district meeting recently. The recreation department is in preparation for a normal summer of events and activities. Sponsorships for soccer and summer concerts were received. Keen Ager membership renewal is down from this time last year as are social center rentals due to capacity restrictions. Eighty-two golf memberships were sold through December 31 of 2020; 57 returning members and 25 new.

4. ITEMS FOR DISCUSSION/ACTION

a. 2021 Grounds Maintenance with Cutting Edge Landscaping
The Director presented a letter and Service Proposals from Cutting Edge Landscaping to continue their 2020 grounds maintenance services at Heritage Park and West Lakes Park at the same cost for 2021. The Director recommended the Board accept the Service Proposals and agree to the 2021 extension.
It was motioned by Board Member Repay and seconded by Board Member Sowards, to accept the landscape maintenance Service Proposals from Cutting Edge Landscaping and agree to the 2021 extension at the same cost.

b. Draft Park Rules
A draft of the park rules was reviewed, and discussion was held. A few changes were recommended. The Director will work with the town attorney to put the rules into a Resolution for final Park Board approval.

c. Park Department 2020 Annual Report & Year in Review
The 2020 Annual Report & Year in Review was presented, and the Director asked for approval. The report will also be forwarded to the Town Council as required by the Indiana Code. The Board requested the document also be make public.
It was motioned by Board Member Sowards and seconded by Board Member Repay to approve the 2020 Park Department Annual Report and Year in Review. The motion carried by a vote of 5 in favor and 0 opposed.

5. ADJOURNMENT

President Cerven called for a motion to adjourn.
It was motioned by President Paulsen and seconded by Board Member Repay to adjourn the meeting. The meeting was adjourned at 5:53 p.m.

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Janice Uram, Park Board Secretary Date

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David Cerven, Park Board President Date