

Minutes of the Munson Township Park & Recreation Board Meeting

Wednesday, March 6, 2013

The meeting was called to order at 5:30pm by Joe Rosboril.

Present: Joe Rosboril (Chairman), Robert Marn, Claudia Toth, Charlie Pitcock, Jim O'Neill and Art Hollis.

MINUTES

Bob Marn made a motion which was seconded by Claudia Toth, to approve the meeting minutes from January 16, 2013. Passed unanimously. Claudia Toth made a motion which was seconded by Bob Marn, to approve the Joint meeting with Trustees minutes from January 16, 2013. Passed unanimously.

OLD BUSINESS:

Basketball Court Fence

Nothing to report at this time.

Baseball Field Prep Specifications

Bob Marn will create a document and specs to see what work needs to be done for the quote.

Nero Park Entrance off Ravenna Rd.

At Nero Nature Preserve there is a small strip of land with very little access. The Park Board would like to assign two members to each park. They would also like to put an entrance off Ravenna Road for more visibility. Claudia Toth and Art Hollis will meet to look at this option. It was suggested that Ms. Toth and Mr. Hollis refer back to old Park Board minutes to catch up on what has been done thus far since the Park Board member that was working on the project is no longer with the group.

NEW BUSINESS:

Chardon Baseball League

Chardon, Munson and Hambden Baseball Leagues have merged into one League with Ledgemont and West Geauga schools involved at times. Chris Zucker, Dave Strichko and Mike Sivula were present to represent the newly formed Chardon Baseball League. The League wants to be proactive with the Park Board even though Trustee Andy Bushman has been doing a great job thus far. Joe Rosboril mentioned the Park Board does play a part in taking care of the fields but admitted there has been a breakdown in communication in the past. The Park Board asked the Baseball League representatives what field issues need attention for the upcoming season. Dave Strichko mentioned he has seen instances where kids have had run ins with the low fence at Munson Township Park Field #1. The Chardon Baseball

League would like to see this fixed with an 8' fence and will be able to pay for it. Joe Rosboril recalls seeing quotes for an 8' fence that would require an entire new install totaling approximately \$20,000. The pads were a problem because bees rest in them. The Baseball League added that the fence is currently at 200' and moving it back 25' may not work because the height is still too low. It was agreed that both the Baseball League and the Park Board will get quotes and they will work out the details later. The average age of the kids playing on the field is 12 and under. The older kids use the High School field. If the fence were moved back further they would be able to play age 13 and under ball.

The Park Board questioned Munson Township paying half the bill if the League is comprised of three committees. The League replied that the teams will play games in Chardon, Hambden, Chardon Township Park, Mel Harder Park, behind the Methodist Church, Hambden fields and at the Elementary School. This year, the kids will be mixed together using the fields with the younger 5-8 aged players and Munson Township residents mainly using the Munson Township fields. With both the Park Board and Chardon Baseball League not knowing what the agreement is, the Park Board would like to get something on the record. The Park Board will be happy to help the Baseball League achieve their goals. Mr. Rosboril mentioned that he is aware that there is a parking issue but would appreciate all coaches and parents not to drive around the speed bumps like leagues have done in the past.

The Township will pay for the field prep and maintenance when the bill is received and then invoice the Baseball League for their half of the payment. The Baseball League will talk to McCaskey Landscape & Design LLC to go over the grass length, fill, weeds, etc. on field #2 and the T-Ball fields. The Park Board is working on getting field spec sheets together. The Park Board is happy with McCaskey Landscape & Design LLC but are not aware of problems until someone tells them. There are a few holes that need to be filled in field #2 and the Varsity Field. The High School team maintains the field while they use it April through June 1st. After that, the Chardon Baseball League takes the responsibility as they plan to use it in unison with the High School since the High School does not use the fields every day. The Chardon Baseball League is willing to put extra monies into the fields but want to find out more information first. The Park Board would like for other teams to use the fields since that is what they are here for.

The Park Board was directed to get contact information from www.chardonbaseball.com to stay in touch with the League representatives. The Baseball League mentioned that Munson Township fields are the best except for Vetter Field; it drains slow taking two to three days to do so. Eventually the Chardon Baseball League would like to either repair or replace the sheds to make a snack shed. This would be a perfect Eagle Scout project. Communication is number one and the Park Board is Happy that the Baseball League is doing just that. Mr. Rosboril asked that the Chardon Baseball League call him with any questions or concerns.

Memorandum of Understanding

The board acknowledged the Memorandum of Understanding which we have not had in the past. It is attached to the minutes.

February Indoor Flea Market

The expense report from the annual Indoor Flea Market was passed out for the Park board members to review. Next year the Park Board will discuss the possibility of raising vendor's prices from \$15 to \$20 per spot.

Maintenance

Bob Marn stated that there are eight trash totes at Munson Township Park and he is curious to know if they are filled every week. During the baseball season and Community Picnic, there are enough trash totes. After that, Mr. Marn is not sure if they are needed. The Park Board could possibly eliminate a few trash totes. Another thought is that the Township can purchase a few cans and the Road Department can take care of them for the winter months. This way, residents will have a trash receptacle for their doggy waste bags and trash. If the trash totes are to remain at the park, they would all have to be placed by parking lot on Tuesday's for the scheduled pick up. If there are trash totes, people will use them. Joe Rosboril offered to talk to Road Superintendent Jim Teichman to resolve this issue. Munson Township Park is also in need of portable restroom through the winter months and the eloo at Scenic River Retreat should remain open as well. Joe Rosboril offered to talk to Mr. Teichman in regards to this matter.

Trees from Road Department

The Road Department has approximately 150 trees that range in size from 2' to 5' that need to be planted. The Park Board would like some planted where the old playground was, near the new playground and behind the baseball field at Munson Township Park. Pine trees can be planted at Nero Nature Preserve and in the meadow at Scenic River Retreat. Trees would make a great buffer along the Klatka property where the house and Scenic River Retreat meet.

Concert Bands

Concerts In the Park are set for the third Saturday of June, July and August. Joe Rosboril will contact Dan Zola Orchestra and Joey Tomsic while Claudia Toth will look for a country band.

Tennis Courts Nets

Park Board members went over quotes for new tennis nets from David Williams & Associates. There is a line in the budget to cover the \$300 expense that comes with a 5 year warranty. Bob Marn will present to the Trustees. Joe Rosboril will go before the Trustees for the budget approval.

Community Day Picnic 2013

The Trustees agreed to the following picnic changes: time change to 3-8pm, no longer offering free pizza and offering one can of pop to each resident and sell additional cans at a reasonable price. The Park Board received a memo from the Trustees asking what their expectations as to duties the Park Board will be responsible for. The Park Board feels that it will be too hard to find vendors if we are still going to be giving free food to residents. They are washing their hands of the Community Day Picnic and will volunteer on a personal basis.

OTHER BUSINESS

There are three Boy Scouts looking for an Eagle Scout project. The Park Board members came up with the following for ideas: benches, kiosk, bird and bat houses. It will be discussed more at the next meeting.

There will be a tennis camp held by a Munson Township resident at Munson Township Park tennis courts on June 10-14, 2013 and June 17-21, 2013. Joe Rosboril will tell the resident to get his insurance on line and to go before the Trustees for approval.

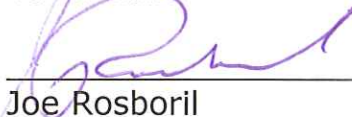
ATTACHMENT:

Memorandum of Understanding and Indoor Flea Market expense sheet

ADJOURNMENT:

Bob Marn made a motion to adjourn the meeting at 7:09pm which was seconded Claudia Toth and unanimously approved.

The next meeting will be held Wednesday, March 20, 2013 at 5:30pm at Town Hall



Joe Rosboril

Chairman



Julie Johnston

Secretary

cc: Park Board Members
Township Trustees and Fiscal Officer
Road Superintendent

Munson Township Park and Recreation Board

Mission:

The Park and Recreation Board serves all township residents, enhancing the quality of life in the community by supporting the development and implementation of quality park facilities, activities, and events that inspire all citizens to get outdoors and have fun, and promote citizen interest in the use, care, and preservation of township parks and facilities.

The Park Board is responsible for monitoring facilities, researching projects, providing reports, reviewing proposals, and making recommendations to the Munson Township Board of Trustees regarding the acquisition, development, improvement, maintenance, and operation of township parks, playgrounds, and recreational facilities, as well as the planning and coordination of events. The Park Board may cooperate with other organized groups concerned with community recreation, entertainment, or art, and may make recommendations to the Board of Trustees with regard to collaboration in planning Township activities and events.

Memorandum of Understanding between the Munson Township Board of Trustees and the Munson Township Park and Recreation Board.

The Munson Board of Trustees appoints competent, intelligent citizens to the Park and Recreation Board, and has confidence that they will work together in sharing knowledge, expertise, and experience in exercising sound judgment on behalf of the community. It shall be understood that such confidence in the Park Board is reflected in the general support for the work and recommendations of the Park Board. Park Board members understand that they are volunteers who give their time and talent to accomplish a variety of tasks. Attendance at Park Board meetings is an essential function of every board member, as well as completing assigned tasks between meetings, in order to advance park projects in a timely manner. Park Board members should attend a minimum of 10 meetings per year.

Both Boards acknowledge that the fiduciary duties of the elected Township Trustees may, on occasion, lead the Trustees to exercise their judgment and deny support for some recommendations. The Park Board shall recognize that some duties and tasks related to park facilities and activities must be completed at the direction of the Board of Trustees.

In January of each year the Park Board will submit an annual budget proposal to present to the Board of Trustees, to be reviewed, discussed, and decided upon at a Trustee meeting. The Park Board budget proposal will detail the improvements and initiatives the Park Board desires to undertake in a particular year, the preliminary estimate of costs, and will rank the priority for each of the projects. The approved list of projects will receive priority for funding.

The Park Board will assign a project leader to research a proposed project and prepare specifications and preliminary estimates of costs to review with the Park Board. The Park Board chair and/or the project leader will update the Board of Trustees on each project it is working on, provide estimates of costs, and with the approval of the Board of Trustees, the project leader will solicit quotes or bids for work to be performed to complete the project. The full Park Board will review quotes and bids and make recommendations to the Trustees, and, if approved, will see the project through to completion.

Memorandum of Understanding between the Munson Township Board of Trustees, the Munson Township Park and Recreation Board, and the Munson Township Road Department.

The Park Board, in the course of pursuing its goals, may request of the trustees that some tasks be completed by paid township employees. Both Boards and the Road Department recognize that the road superintendent or his staff is available to monitor all township property and facilities, notice things that need attention, and will use discretion to assign road department workers to attend to repair and maintenance tasks with regard to park facilities and grounds when there is practical reason for expedience and the cost can be covered by existing township encumbrances. For all tasks, the Park Board chair will be informed of problems and follow the chain of command and board process leading to a recommendation of a course of action to the Board of Trustees.

Both Boards and the Road Department recognize that good communication and collaboration between the Park Board and the Road Department has created many benefits for the community, and should continue to be a clear goal of our township government.

