

Minutes of the
Munson Township
Park and Recreation Board
Meeting

Wednesday, May 9, 2012

The meeting was called to order at 5:38 pm by Bob Marn.

Present: Robert Marn (Chairman), John Kaczynski, Jon Schroeter, Joe Rosboril, and Charlie Pitcock

MINUTES

Joe Rosboril made a motion which was seconded by Bob Marn, to approve the meeting minutes from April 11, 2012. Passed unanimously.

OLD BUSINESS:

Basketball Court Fence

Joe Rosboril stated that the fence needs to be repaired. He will get an estimate for the work.

Tennis Court Parking – Zoning Variance and Cost

Robert Marn stated the tennis court parking variance was denied by the Board of Zoning Appeals. The issue is now concluded.

Baseball Field Prep Specifications

Bob Marn and John Kaczynski will take care of developing the field prep specs. The specs will be completed before fall.

Nero Trails

It was noted that the trails at Nero Park need to be marked soon. The best time for this is late spring or early summer.

Slab Removal and Electric Enclosure at Nero Park

Joe Rosboril made a motion which was seconded by Bob Marn to recommend to the Trustees for the removal of the concrete slab at Nero Park.
Passed 4-1.

Projects for Scouts

The Boy Scouts are seeking community service projects. Joe Rosboril will contact the Boy Scouts to see which projects they can do. The Scouts will provide a list of supplies they will need and Bob Marn will request from the Trustees that the township purchase them for the projects.

Nero Park Parking

John Kaczynski obtained an estimate from Jim Teichman, Munson Township's Road Superintendent for no more than \$2,000 to construct a pull off parking area at Nero Park. The Park Board's budget originally allowed \$10,000 for repairing the drive which can include the pull off. Bob Marn suggested getting three (3) quotes, one from Jim Teichman and two (2) others for this work. John Kaczynski will get the quotes.

Community Fishing Derby Results

Trustee Andy Bushman did a great job planning and executing this year's event. Sixty seven (67) people registered to fish with more people coming to observe. Winning the "most caught" was a girl with a total of 46 fish, "largest catch" a 15" largemouth bass and "adult most fish" 16 fish caught. The attendance was great with at least 100 cars coming to the event.

Tennis Court Repair

The cracks are growing and need attention. Joe Rosboril will call the repair company to get a quote for the repairs.

Spring Maintenance List

The Park Board Chairman, Bob Marn, has given the Trustees a list of maintenance items needing immediate attention. Six (6) out of the twelve (12) items have been done. The following have not been completed thus far: Fertilize baseball/soccer fields, stain wood, kill weeds, plant flowers, finish electric at Scenic River, and wood chips for the gulley at Bass Lake Park. Because of the extensive man hours needed to cover the gulley at Bass Lake Park it was decided to have the landscapers "weed eat" that area as needed.

NEW BUSINESS:

Community Day Picnic

A list of potential donors was distributed to Park Board members with their contact information . The members were asked to solicit these businesses for donations. The need for family and friends to volunteer was noted.

Playgrounds

Bob Marn attended the Trustees meeting on May 8, 2012 where six (6) safety violations were noted by KLA Risk Consulting in a Trustees Memo from Jim Teichman dated May 8, 2012. Several playgrounds need attention and a special meeting was called for two weeks at Bass lake Park to address the issues. Bob Marn made a motion which was seconded by John Kaczynski, to hold a special meeting on May 22, 2012 at Bass Lake Park at 5:30pm to address the playground issues. Passed unanimously.

The removal of the playground equipment at Nero Park was voted on in the past but it still exists at the park. The question remains on what to do with the bare spot after the playground is removed. Bob Marn mentioned that the Munson Township Road Department has 1,000 trees to plant. The bare spot may be a good spot for some trees.

Kiosk Move at Scenic River

The current location of the kiosk behind the pavilion at Scenic River Retreat is not in a functional location. All of the Park Board members agree that it should be moved to a place where it can be utilized. Bob Marn made a motion which was seconded by Joe Rosboril, to move the kiosk at Scenic River Retreat. Passed unanimously.

OTHER BUSINESS:

Matt Scharver of Chagrin Watershed Partners, Inc. and Pete McDonald of Western Reserve Land Conservancy were invited to talk about the development of walking trails at Nero Park.

Matt Scharver has put in many trails at other park locations with most of them being walking trails. The best way to develop the trails is from a land topography making sure that the land resources are utilized to their fullest. Matt offered his assistance with walking trail planning with his knowledge and use of his GPS. Matt mentioned that the most economical trail is earth floor. It will remain a trail as long as people use it. The trails should be designed in a manner so they hit the greatest parts of the property.

Pete McDonald went into more detail about current funding that is offered by Clean Ohio Act which is not currently funded, Ohio Department of Natural Resources who has money now but it comes from the state Department of Transportation, the Land and Water Conservation fund which comes from the Department of Interior and the Native Works fund which is funded by the state. The planning should begin now since the deadline for grant applications is February 1, 2013. The grant funds, if awarded, will assist in fields, trails, access road etc. Comprehensive plans may be necessary when approaching the grant application process. Nature Works and Land Conservation will match 25% of the cash or in kind services for monies spent. There is a cap for funds from Nature Works and Land Conservation. It is a competitive bidding process that works on points. Since Munson Township endorses the Chagrin River Plan, we have earned points. Pete worked with Chester Township on their 80 acre park. Chester Township wanted a driveway, shelter, bathrooms so they applied for Nature Works and a Land Conservancy grant. The application requires in depth detail and it must show public need and justification through public survey documentation. Some grants cover some planning costs of trails, etc. Grants also require ADA facilities. All trails don't have to be accessible to all

demographics, but it does help in the application process. Trustee Todd Ray mentioned the Geauga Park System offers a small portion of their trails designated to ADA but the majority are not.

The best starting point for the grant application process is to look at their website and the application info required. Then decide what we have versus what we need, formulate a plan, make a map, walk the map and get feedback from The Geauga Park experts.

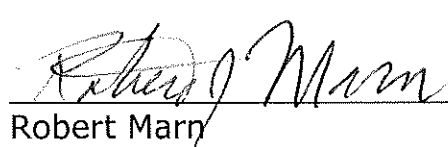
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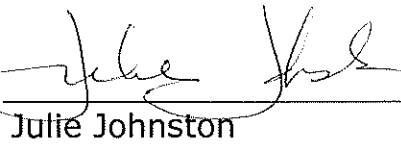
OTARMA – Risk Management Safety – Parks Memo

ADJOURNMENT:

Bob Marn made a motion to adjourn the meeting at 7:02 pm which was seconded by John Kaczynski and unanimously approved.

The next meeting will be a special meeting to held Wednesday, May 22, 2012 at 5:30 pm at Bass Lake Park. The focus of the meeting will be playgrounds.

 Chairman
Robert Marn

 Secretary
Julie Johnston

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

M E M O

ATTN: MUNSON TOWNSHIP TRUSTEES
FROM: JIM TEICHMAN
SUBJ: OTARMA – RISK MANAGEMENT SAFETY - PARKS
DATE: MAY 8, 2012

Inspection of park playgrounds and facilities
Kelly L. Austin, MS. CPSI, Loss Control Consultant

1. Playgrounds and Vita Courses – Mulch (9" deep)
(Materials ASTM F1292 certified)
2. Playground A – Field #2 Bass Lake Park - border & mulch
3. Spacing between each apparatus – 6' minimum
4. Sand and loose material – Not acceptable for smaller children (sure footing)
5. Supervisors sign as to the age appropriateness of equipment. Public playgrounds are those used by children ages 6 months through 12 years.
6. Bleachers – Retro Fitting – Back and side panels. Must be looked at by either playground equipment sales and service person or structural engineer to determine if the now existing structure of the bleachers will be rated for side and back panel and persons increased weight.