

Hiram Recreation & Park Board

Meeting Minutes

Rosser Municipal Building

11617 Garfield Road, Hiram OH 44234

Sept. 04, 2015

Park Board Members:

Chris Szell, Chairperson
Sam Bixler
Susan Merrill
Bob Wood, Village Administrator
James McGee, Asst. Village Administrator

Beautification Commission Members:

Official Recorder:

Asst. Fiscal Officer Wendelin Taylor

Others Present:

General: Chris Szell called the meeting to order at 8:39 am. Members reviewed the July 11th meeting minutes. Chris made a motion to approve the minutes of the July 11, 2015 meeting. Sam Bixler seconded. Minutes were accepted as submitted.

Old Business:

A. Update on NatureWorks Grant: The agreement has been received.

B. Land and Water Conservation Grant: Chris stated to date the Board has not received a contract agreement from the State. He will follow up with Mary Fitch.

C. Miscellaneous Grants: Home Depot Grant - Chris has not received any word.

Walmart Grant- We did not qualify. Chris will look into resubmitting at a later date, possibly under a different kind of request.

Harley Davidson Grant- Award decisions should have occurred in August. There is a chance we may hear something soon.

E. Jagow Park Maintenance: Chris inquired as to an approximate cost of the pavilion downspout repair. Bob Wood stated that it came in under \$75.00. James contacted Denny Taylor regarding the Historical Society's garden behind the historic house. There have been past concerns regarding the safety of the slate edging surrounding a public garden. Chris has recommended the use of a wooden edging material. The Village maintenance department would like that bed kept edged by cutting back the sod for ease of mowing. Sam Bixler has already removed the slate with the permission of Historical Society Chair Linda Spear and the Society will be keeping the slate. Sam expressed concerns regarding the up keep of the garden which is the Historical Society's responsibility.

F. The Beautification Commission did approved monies for the Jagow Park benches.

G. Chris has been reviewing the grants and provide the Park Board with hand-outs listing budget details.

New Business:

A. Fund Raising

i. Chris spoke to Linda Ferguson of the Portage Foundation regarding the possibility of creating a parks endowment for Hiram Village. How would the Park Board go about establishing an endowment? Setting up the endowment as a 501-3c would enable the Commission to go after funds that the Village or Township could not. To manage an endowment the Portage Foundation charges 1%. The Park Board would need \$5000.00 to start an endowment.

ii. The Dave Williams donation listed in the budget will be used as a grant match.

B. Reimbursements: Funds must be appropriated for any reimbursements. A request needs to be made to the Finance Committee, once approved the request will then be presented to Council for a vote.

C. Solicitor: Chris is unclear as to what needs to be bid and why. Bob Wood expressed the opinion that if the Village Solicitor wants a project to be bid, then put it out for bids. Bob stated that bids need to go out to a minimum of 3 contractors for each phase of the park project. Would that include projects like the prairie installation, which can be bid but the bids would need to go to out of state entities due do the specialized nature of the job? We have a prairie plant propagator and installer here in the Hiram/Mantua area. A conversation regarding the bid process followed and Bob did his best to explain the process.

D. The old parking lot asphalt removal is going forward. The asphalt rubble is being moved to the new helipad location off of St. Rt. 82.


E. Force account labor hours are being tracked by the service department.

F. Chris asked Bob if he needs a topography map of the park site. Bob did not believe so. Chris also inquired if Bob and James could manage and make any changes to the drainage contour of the site. Any changes need to be made before planting goes forward.

The next meeting of the Park Board is set for Friday, October 16th, 2015 at 8:30 a.m.
Susan motioned to adjourn. Sam seconded. The meeting adjourned 9:42 a.m.

Respectfully Submitted by:

Approved:


Assistant Fiscal Officer
Wendelin Taylor


Chris Szell, Chairperson