

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

September 5, 2018

6:00 p.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 6:00 p.m.

Attendance

Present: Chairperson Drollinger, Trustee McPherson and Trustee Schuckel

Absent: None

Staff Present: Lori Lockett, Clerk and Ken Stead, DPW Director

Also Present: Ray Mills, Don Waara, Gary Lockwood, Terry Lockwood, Katie Verellen and Rob Goodwin

2. **Approval of Agenda:** Prior to approval, the committee added Flags at the Park and Softball Field Maintenance to the agenda. The agenda was approved with the additions.

Motion by Trustee Schuckel, seconded by Trustee McPherson to approve the agenda with the additions. Motion carried by voice vote.

3. **Approval of Minutes:** The minutes were approved.

Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of August 15, 2018 as presented. Motion carried by voice vote.

4. **Public Comment on Agenda Items:** None presented.

5. **Old Business:** None presented.

6. **New Business:** Chairperson Drollinger acknowledged that Mr. Mills was present. His request was addressed first.

- a) **Flags at the park:** Mr. Mills referenced his letter and photograph depicting the flags the Friends of Veterans would like to place in the park on certain holidays. They hope to install 15 to 25 flags in Bellaire on M-88 and in the cemetery. The flags are 3' x 5'. Each flag will be sponsored and have dog tags honoring a veteran. The flags will be installed on a steel rods pounded into the ground. The flags and the steel rods will be removed after each use. The flags will be installed along the fence in Richardi Park. Flags will be placed in the morning and removed at night. Trustee Schuckel reported that the Cemetery Committee had made the recommendation for flags in the cemetery. Chairperson Drollinger made a motion to recommend to council that they allow the flags to be put in Richardi Park for special events. Memorial Day, Flag Day, July 4, and Veteran's Day were identified. Don Waara indicated that there might be additional days i.e. Labor Day. There was a suggestion that they provide notification to the office if there was an additional day or days. No second to the motion had been made. Chairperson Drollinger modified her motion to recommend to village council that with notification to the office, we allow flags placed by the Friends of Veterans in Richardi Park. Trustee Schuckel supported the motion.

Motion by Chairperson Drollinger, seconded by Trustee Schuckel, to recommend to village council that with notification to the office, we allow flags to be placed by the Friends of Veterans in Richardi Park. Motion carried by voice vote.

- b) **Old bathhouse storage, locks and request for alterations:** Gary Lockwood reported that they were going on the fourth year for the ice rink. According to the Farmer's Almanac, it is supposed to be a great winter. He recapped what had been accomplished over the past year. They put in a little rink for young and beginning skaters. Mr. Lockwood has spoken with Bob Rodriguez about putting on a clinic. Skates and helmets have been given out. The current need is for more storage. They purchased three snow blowers and have been given a "zambini". Mr. Lockwood would like to open the end of the old bathhouse and install doors to accommodate the zambini being driven in and out. He would like to leave all of the equipment, including solar lights and hockey goals, in the bathhouse. DPW Director Stead asked where he wanted to install the doors. Mr. Lockwood indicated the south end. Chairperson Drollinger indicated that the bathhouse is still a usable restroom that is used during requested special occasions, i.e. the basketball tournament, when extra facilities are needed. DPW Director Stead reported that they were not used this year. There was a question about hot water. Mr. Lockwood would like an electrical hot water heater in the bathhouse. There was discussion about heating the bathhouse. Chairperson Drollinger stated that permits would have to be obtained. If modifications cannot be made, the zambini will be returned to its owner and likely be sold. DPW Director Stead asked about the width of the zambini. Mr. Lockwood explained that the zambini is a riding lawnmower with 42" titanium blades. Two doors would be needed. Mr. Stead was concerned about interior modifications. Interior measurements were needed to determine whether there was room. Don Waara asked if there was another source for hot water. The concern is that the water will not stay hot. Chairperson Drollinger asked about the quantity of hot water needed. Mr. Lockwood explained that it was a 25-gallon tag-along tank. It covers the entire rink. One rink would be done on one day, the other rink on another. Mr. Lockwood explained that he was putting together three teams of four volunteers to learn how to use the zambini to lay the ice. Mr. Stead said that in order to do what Mr. Lockwood wants, measurements are needed. Plumbing may have to be changed in the building; the center room will also have to be heated. Mr. Lockwood said that he has researched electrical water heaters that can be put on timers. Mr. Stead stated that it might be feasible but it is up to the committee; only one area of the bathhouse will be available as a restroom. Chairperson Drollinger suggested that the one side could be a unisex bathroom, on the other side the toilet and sink would have to be removed. Chairperson Drollinger requested that Mr. Lockwood provide the following information for the committee: 1. All permits required by the county and village. 2. The cost to do the work. 3. How this project will be paid for. 4. The cost to maintain the building after the renovations are done. Mr. Lockwood indicated that he is not requesting money. Chairperson Drollinger indicated that the village pays the electric bill and even after the work is done, the building is still village property. Mr. Lockwood hoped to meet with staff to work this out. The committee is not opposed to the idea; they need more information to make a decision. The goal is to get the information to the Parks Committee before the October village council meeting.
- c) **Softball Field Maintenance:** Katie Verellen provided an email requesting what the village could do financially, labor wise and material wise to improve the softball fields. The email identified seven issues. 1. New fencing; 2. Infield/outfield; 3. Electricity; 4. Parking Lot; 5. Backstop Fencing; 6. Bleachers; and, 7. Basic maintenance/clean-up. The committee addressed each item. Fencing – there was discussion about using the cemetery fence for the outfield. After discussion that there was enough fencing and that it did not need to be break-away, it was concluded that the height needed to be more than 4'. 6' would be better for high school softball. The field needs permanent fencing. It would allow them to take better care of the field. The current fencing is faded and is in rough shape. It rips when zip tied. The village recently purchased fencing for the boys' ball field. Chairperson Drollinger explained that new fencing could be explored as part of the next budget. She asked about the team doing some fundraising. If the village can identify fundraisers, the fence could be installed temporarily pending fundraising. Ms. Verellen said that they are a high school team; she does not want to fundraise on behalf of the high school for something that belongs to the village. Little League uses the field also. The girls do not get on the field until April and are done the first week of June. They have to fundraise for their equipment; the school provides nothing. If there is permanent fencing around the field, advertising

banners could be sold as a fundraiser. Some of that money could be put back into the field. Some of their own money is being used. They are trying to buy something to drag the field. The fencing is part of the village's responsibility. Infield/outfield – holes in the infield need to be repaired. The infield needs to be dug down so that it is level. The field is very hard and uneven. The diamond dust blows off. The field does not drain. Chairperson Drollinger stated that the ultimate would be to take the top off and replace it so that it is level. Ms. Verellen suggested that Pine River's new fields were new and very nice. She hoped to contact them. According to Ms. Verellen, the diamond dust turns to rock when it gets wet. There is no point in fixing the outfield without irrigation. Chairperson Drollinger said that the budget would dictate what could be done. Ms. Verellen noted that the team could play at the larger field across from Meadowbrook while work is being done to the softball field. Ms. Verellen stated that she could get volunteers and donations once she knows what work can be done. Electricity – currently there is no electricity. There was electricity at the mound, it no longer works. Rob Silk is willing to do the work. Chairperson Drollinger stated that the village would look into it. Parking lot – Last year there was an effort to keep people from parking on the grass. Chairperson Drollinger suggested that a wire could be placed across to keep cars from going on the grass. Ms. Verellen said cars park where foul balls fly. Backstop fencing – the girls field does not have the angled upper fencing to stop the foul balls from going over the fence. Chairperson Drollinger wondered if the cemetery fencing could be installed. Fittings could be purchased to install the fence. Bleachers – blocks need to be checked for safety and repainted. Basic maintenance/clean up- tree branches are strewn across field; poplar trees behind the backstop should be removed. Chairperson Drollinger would like to take DPW through the ball fields to show them and talk about what the committee would like done. Ms. Verellen said this past season was short due to the weather. In the past, the team has had to mow and weed whip the field themselves. Ms. Verellen asked about smoking at the public facility. She would like to put up non-smoking signs. It is a high school event; smoking is not allowed. Unfortunately, people smoke because it is not just a high school field. The immediate concern is getting breakaway fencing. Chairperson Drollinger said that the budget would have to be reviewed. Staff will provide notice of the meeting. Chairperson Drollinger suggested that Rotary be contacted. In the past, Rotary had agreed to purchase a drag but there was no follow-up with them. Perhaps Rotary may assist with needed items. There was brief discussion about the cost of the breakaway fencing for the softball fields.

7. **Discussion Items:** None presented.
8. **Communications/Informational:** An email update of the scoreboard from Margie Thomas-Boyd was in the packet.
9. **Member/Public Comment:** DPW Director Stead reported that the merry-go-round in Holiday Acres had been installed.
10. **Adjournment:** Meeting adjourned at 6:52 p.m.

Compiled by Lori Lockett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____