

## Porter Park Board

October 17, 2006

**Call to order:** 7:00pm

### **Pledge of Allegiance**

**Roll Call:** Park Board Members Present: President - Zathoe Sexton, Vice President - Patty Raffin, Member - Becky Maranto. Also present: Park Superintendent Jim Miller and Park Administrator Stephanie Miller. Member – Rondi Wightman was absent.

**Minutes:** Approval of the September 19, 2006 minutes will be made at the next meeting. There were not enough Park Board members present to approve at this meeting.

**Claims:** A motion to approve the claims was made by Patty Raffin and seconded by Becky Maranto. All were in favor.

**Public Input:** Stephanie Miller spoke on behalf of Louie Craig. Louie was called away to a fire this evening but intended to be here to ask the Park Board to use the Community Center at no charge. He is planning a retirement party for Peanut Coslet who has served on the Fire Department for 35 years. Louie is planning the party for November 17, 2006 (Friday) from 4pm to Midnight. From 4pm to 6pm it will be opened to the public so that friends and family can come and talk with Peanut. The evening portion starting at 7pm will be a private party with dinner (alcohol included) and dancing. After a short discussion, Becky Maranto made a motion to allow Louie Craig to use the Community Center at no charge (\$400 savings) but he must pay a refundable \$100 security deposit, hire a security guard for the evening, and arrange with the Cleaning Crew to clean up afterwards. Patty Raffin seconded the motion. All were in favor.

**Superintendent's Report:** Routine building and park property checks have been made. One problem was found at Indian Springs Park. Someone has dumped construction materials on Park property and I-94 property. Jim supplied a digital picture of the dumped material. This incident has been reported to the Porter Police.

The grass has been mowed as needed. Some areas are still wet and may remain wet for some time. Porter Cove Park is a prime example. We will get out there and mow as soon as possible. Zathoe Sexton asked if we should be looking at improving the drainage at Porter Cove Park. Jim said yes, that is a project that we need to do probably next year. There is already an 8 inch drain line in the service path that drains into Gufaston Ditch but right were it is located it isn't draining anything. If we continue that drain into the field and playground it will definitely improve the situation.

The Grounds have been cleaned as needed and trash barrels dumped.

I received 7 applications for the laborer position. I interviewed 5 of those. Only one applicant is a possible candidate for hiring. I haven't made my decision yet.

Karen informed me that the town is looking into quotes from Nextel. Since my phone is obsolete and not working properly, this may be the time for me to go with the Town's

plan and sign up with who they contract with. I'll keep the Park Board informed. However, if the change takes place between our meeting times do you want me to wait and formally request the change? Zathoe said that will not be necessary. Jim can make the change on his own.

Clerk Treasurer Carol Pomeroy told me that the Park Board should add a Secretary line in our Salary Ordinance and Budget. All other departments who have contracted secretaries have that line item. After a short discussion, Patty Raffin made a motion to include and add Ordinance #2006-01 the secretary line item effective January, 2007. Becky Maranto seconded the motion. All were in favor.

**Administrative Report:** Stephanie gave the Park Board the minutes of the last meeting, a financial report, and a copy of the petition against the proposed Dune Meadows Park.

Stephanie told the Park board that she contacted the Duneland Dates Calendar and asked them if they would consider putting a picture of the Millennium Gazebo on the cover of next years calendar. They responded very positively.

Zathoe asked Stephanie how the income is looking at this point compared to last years for the rental of the Park's facilities. Stephanie said that at this point in time we are over and above where we were at the end of last year and we still have three months to go.

**Old Business:** Dune Meadows Park Development: Zathoe Sexton showed the Park Board a copy of the letter she composed that would be mailed out to the Dune Meadows Subdivision, Wagner Hills Subdivision, and builders in that area, inviting them to a special meeting to discuss the proposed Park to be installed in Dune Meadows. The meeting is scheduled to be held on Monday, October 23, 2006 at 7pm in the Community Center. After a short discussion Becky Maranto made a motion to accept the letter as written. Patty Raffin seconded the motion. All were in favor. Zathoe said that the Park Board will make their decision that night after the special meeting.

Dune Meadow Pond: Jim showed the Park Board the results of the Dune Meadows Pond GPS Depth Survey completed by Aquatic Weed Control. The Pond is very shallow. Jim said that if the Pond is dredged, there would be acres of material removed. We have permission to dredge but the person we hire would also need to get permission to dredge. Jim said that the Park will need to figure out what it will cost. First we need to get bids with some guidelines, see what the cost will be, then pursue a grant for the project. IDEM has not gotten back to me on anything that I sent them.

Food Pantry Refrigerator: No update at this time.

Drainage around Memorial: Jim talked to Rudy Sutton who will be doing the repair, and found out he is backlogged. Rudy has put this repair on his priority list. Jim said that hopefully this will get done soon.

Paving: Jim said that there is nothing new there.

Duneland Diamond's Contract Update: Jim has not heard anything from Don Sellers who represented the Duneland Diamond Group. Jim said that the baseball season is over

now. Jim will send the new Baseball Diamond forms over to the Town Lawyer for his approval. They will be saved and used for next season.

Mc Daniels Fire Systems Contract: After discussing the wording of the contract. Patty Raffin made a motion to continue the dialog in regards to fixing the annual price for the 5 year contract and then accept it. Becky Maranto seconded the motion. All were in favor.

Rental Contract Update: After a short discussion about the wording of the new clause that will be added to the Community Center Contract, the Park Board told Stephanie to go ahead and add it, send it to the Town Lawyer for his approval, and then start using it. The new clause reads as follows: Any additions such as tables, chairs, large or unusual decorations, etc, that the renter would like to bring into and around the Community Center on the day of their rental must be approved in advance by the Park Administrator, and or the Porter Park Board.

Park Christmas Party for Children: Becky Maranto reported that the plans for the Children's Christmas Party are making way. We are planning to have stations for the kids with an open house format. We have a harp player planned and also a singer. We are still getting volunteers from the community to man the stations and help us organize. We are talking about having a photographer there with packages parents can purchase. The theme of the party will be "The Polar Express" and it will be held on Saturday, December 2, 2006 from 1pm to 3pm at the Hawthorne Park Community Center.

Tree Replacement: Jim informed the Park Board that he called several nurseries and was unable to locate any Hawthorne Trees this late in the year. When the spring stock comes in I will be able to get them. I was planning on buying 12 Hawthorne Trees. Six would be planted at the East end of Hawthorne Park and the other six would be planted throughout Hawthorne Park. Each tree would cost approximately \$150 to \$300 a tree.

Deadwood Tree: Jim told the Park Board that the tree that was designated to be dead wooded has been completed. Jim said that it costs as much to deadwood a tree as it does to remove it. If a tree is declining, Jim would rather take it out instead of dead wooding it every year. Jim is especially concerned about the Silver Maples along Rankin and Franklin Streets. One of them he said is rotting. He would hate to see branches fall and hurt someone. Jim would like to start planting trees between the declining trees so that as the older trees decline and are removed, the new ones would have a head start at being a little bigger. Jim will start a tree list that would be good for the Park. The Park Board and Jim decided to put off any tree removal until next spring.

Chesterton United Methodist Work Day: Jim talked to Pastor Terry about postponing the scheduled workday because of a threat of rain on Saturday, October 21, 2006. Jim planned a rain date for Saturday, October 28, 2006. If the weather is bad that day also, Jim has work that can be done inside the Community Center like stripping and waxing the floors since it is not rented for that day.

Festival Permit: Zathoe told the Park Board that she has not done anything on that yet but she plans on starting on it soon, right after the election.

CEDIT 2007 Fund Wish List: Jim told the Park Board that the Park Department recently received a draw. Last month our balance on the Fund Report was \$54,331. It is now \$61,637.59 so we have a lot more money to work with. After a discussion about expenditures, Jim had a plan on how to utilize the rest of this year's money. He said that the 1997 GMC Dump Truck that was given to the Park by the Porter Street Department can be saved after all instead of buying a new one. The left driver's door, a rear break job, and some new tires are all it really needs. All the fluids and the filters need to be changed. The truck is actually in good shape it just looks horrible. Those expenditures come to \$1,942.51. Last month I was pushing for a new dump truck but I don't use a dump truck that often and this one can be fixed and it will last a long time. I think it would be better for the Park to fix this truck and buy instead a new pick up truck with a Boss snow plow. This way it would cost the Park \$10,000 less to buy a pick up truck and plow instead of a dump truck and plow. We can purchase a new 2006 Chevy Silverado with a Boss plow for \$24,000. Originally this truck lists for \$33,000 with all the options but Harbor Chevrolet does fleet bidding and we can get this new truck at an exceptional price. After that we still have a balance of \$10,335 above and beyond all our expenditures. Jim said the Park can still do Priority #1 - Dune Meadows Phase 1, and Priority #2 - the Community Center restroom remodel. After a discussion Becky Maranto made a motion to approve the truck repairs on the 1997 GMC Dump Truck as well as the purchase of the new 2006 Chevy Silverado pick up truck and plow as stated. Patty Raffin seconded the motion. Zathoe had a question about insurance for the new truck and the Park Board discussed it. Jim told the Park Board that they can auction off the 1989 GMC S15 and the 1987 Ford Pick Up. After that the Park will have just two vehicles. The title of the 1997 GMC Dump Truck will need to be transferred to the Park Dept. A final vote was then taken and all were in favor. Another motion was made by Patty Raffin to make a fund transfer as specified with a transfer description dated October 17, 2006. Becky Maranto seconded the motion. All were in favor. Jim thanked the Park Board and said that this is the first time he has gotten anything new since 1990 except for the purchase of the Exmark Mower in 2004 with CEDIT funds.

**New Business:** none

**Park Board Member's Comments:** Zathoe took this opportunity to tell the Park Board, Jim and Stephanie that it is a pleasure working with this group, we have accomplished so much. I am really looking forward to finishing out this year and seeing what we can do. Thank you to all of you. Jim said it is exciting for him also because there is a lot of enthusiasm, and involvement with this group and we are moving forward. Becky said that she wanted to express her gratitude to Jim and Stephanie for doing such a good job.

**Meeting Adjourned:** A motion to adjourn the Park Board Meeting at 8:05 pm was made by Becky Maranto. Patty Raffin seconded the motion. All were in favor. The next Park Board Meeting will be on Tuesday, November 21, 2006 at 7:00 pm in the Hawthorne Park Community Center.

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President

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Vice President

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Member

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Member

Minutes taken and report prepared by: Park Secretary – Stephanie Miller