

GOSHEN PARKS AND RECREATION PARK BOARD MINUTES

Date: August 20, 2018

Time: 5:30pm

Place: 410 W. Plymouth Avenue, Rieth Interpretive Center

Present: Roger Nafziger, President; Jennifer Shell, Vice President; Jim Wellington, Member; Barb Swartley, Member; Doug Yoder, Secretary.

Also Present: Don Shuler, Park Attorney; Tanya Heyde, Superintendent; Kevin Yoder, Maintenance Director; Kimberlee Stephens, Recreation Supervisor; Staycie Howland, Administrative Office; Dustin Sailor, Director of Public Works.

I. Call to Order

Nafziger called the meeting to order at 5:31 PM.

II. Motion to Amend Agenda

III. Approval of July 16, 2018 Park Board Minutes

Shell made notice that Nafziger was not present at the July meeting. On a motion to amend the minutes by Shell, second by Yoder, ayes carried.

Nafziger called for a motion to approve the Park Board Minutes for July 16, 2018 with the amendment. On a motion by Wellington, seconded by Yoder, ayes carried.

IV. Approval of Parks And Recreation Payable Docket, July, 2018

Nafziger called for a motion to approve the Parks and Recreation Payable Docket for July 2018 as presented. On a motion by Wellington, seconded by Shell, ayes carried.

V. Approval of Park Gifts, July, 2018

Nafziger called for a motion to approve the Parks Gifts for July 2018 as presented. On a motion by Wellington, seconded by Shell, ayes carried.

VI. Approval of Park Gifts Expense, July, 2018

Nafziger called for a motion to approve the Parks Gifts Expenditures for July 2018 as presented. On a motion by Wellington, seconded by Shell, ayes carried.

VII. Public Presentations and Correspondence

None

VIII. Approval of Superintendent and Director Reports

Nafziger called for the approval of the Superintendent and division reports as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

IX. New Business

1.) Oakridge Park Gas Main Replacement

Dustin Sailor, Director of Public Works, presented the Board with a request to allow Nipsco to relocate the gas main along the east side Oakridge Park. Sailor stated a formal easement request would come back to the board for approval later but requested approval for the construction to begin in advance of the easement request. On a motion by Yoder, seconded by Swartley, ayes carried.

2.) Recreation Service Agreement

Stephens presented the Board with service agreements for Luis Sixtas, Youth Soccer League Official and Elkhart County Fair Grounds Rental Contracts for the Father Daughter Dance and the Mother Son Dance. Stephens requested permission to enter into and execute these agreements as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

3.) The Window of Goshen Special Event Application

Heyde presented the Board with a Special Event Application from The Window of Goshen to use of Millrace Trail for a 5K run/walk. Fees required for this event is a \$25.00 attendance permit fee. Heyde requested approval of the special event application as presented. On a motion by Yoder, seconded by Swartley, ayes carried.

4.) The Well in Goshen Special Event Application

Heyde presented the Board with a Special Event Application for The Well in Goshen to use the Walnut Pavilion to hold a community outreach church picnic for the public. Fee required for this event will be for the rental of the pavilion, which totals \$75.00. Heyde requested approval of the special event application as presented. On a motion by Swartley, seconded by Wellington, ayes carried.

5.) Resolution to Acquire Real Estate, 524 East Jackson Street

Heyde presented the Board with a Resolution to acquire the Real Estate, 524 East Jackson Street to accommodate park offices. Heyde requested the board approve and execute the resolution as presented. On a motion by Wellington, seconded by Shell, ayes carried.

6.) Facility Reservation and Rental Fees

Heyde presented the Board with a recommendation to revise facility rental fees. Fees required to rent a facility would be due in full at the time of making the reservation. On a motion by Wellington, seconded by Swartley, ayes carried.

7.) Equipment Rental Fees

Heyde presented the Board with a recommendation to revise rental fees for ski and tube rental. Fees would be changed to a flat rate of \$10.00 a day for a pair of ski's and \$5.00 a day per tube. On a motion by Wellington, seconded by Yoder, ayes carried.

8.) Approval of May 21, 2018 Executive Session Minutes

Nafziger called for a motion to approve the Park Board Minutes of the May 21, 2018 Executive Meeting as presented. On a motion by Wellington, seconded by Swartley, ayes carried.

9.) Approval of July 2, 2018 Special Meeting Minutes

Nafziger called for a motion to approve the Park Board Minutes of the July 2, 2018 Special Meeting as presented. On a motion by Swartley, seconded by Wellington, ayes carried.

10.) Professional Comprehensive Planning Services

Heyde present the Board with a proposal from Troyer Group to create the Parks 5 Year Master Plan. Heyde explained Troyer Group was the lowest, responsible and responsive bidder to the Request for Quotes. Heyde recommended the Board award Troyer Group the contract for the Master Plan and allow her to enter into the contract after it is approved by legal. On a motion by Wellington, seconded by Yoder, ayes carried.

11.) Goshen Fiber Service Agreement

Heyde presented the Board with a proposal from Goshen Fiber Network to connect the new office building to fiber optics. Heyde requested to enter into and execute the agreement. On a motion by Wellington, seconded by Shell, ayes carried.

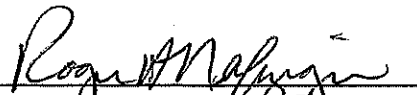
X. Old Business

None

Park Board Signatures:
Approved this Monday, September 17, 2018




Ms. Barbara Swartley, Member



Mr. Roger Nafziger, President



Dr. James Wellington, Member



Jennifer Shell, Vice President

Mr. Doug Yoder, Secretary ATTEST: _____