

NORTH MANCHESTER PARK AND RECREATION BOARD

April 29, 2020

MINUTES

The North Manchester Parks & Recreation Board met in regular session via a Zoom virtual meeting. Members present: President Mel Sautter (20), Vice-President Jack Vineyard (21), Becky Kreps (22), Rick Espeset (21) and Bobbi Lautzenheiser (23). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), Allen Miracle (Town Council President) and Adam Penrod (Town Manager).

CALL TO ORDER

Mel Sautter called the meeting to order at 6:03 p.m.

VISITOR COMMENTS

There were none.

MINUTES

Minutes from the February 26, 2020 Regular Meeting were presented for approval. Motion for approval as presented (JV/BL) was passed by a voice vote of members present.

FACILITY RE-OPENING

Allen Miracle, Town Council President, opened discussion about re-opening the facility. He shared conversations he had with the Director of the Wabash YMCA regarding their plans for re-opening. Jennifer informed the board that she has attended several online sessions with the IPRA. One of the suggestions was to have a gradual soft opening, especially with bringing employees back in early for training. Another suggestion was to only open for members on a limited, reservation basis per machine. They also discussed spacing machines further apart, prohibiting youth under 16 from using the facility, selling no day passes to the public, and closing in the afternoons to do a deep clean. She also talked about the possibility of purchasing a fog machine to assist with sanitizing. After a lengthy discussion, all present were in agreement to have Jennifer come up with a policy and guidelines for re-opening. Adam suggested the policy be floating and easily adaptable.

MAINTENANCE REPORT

The Maintenance Report was reviewed. (Copy attached)

DIRECTOR REPORT

The Director's Report was reviewed. (Copy attached).

MRA REPORT

Jack reported that both diamonds have been graded and they continue to have water issues. In order to have the season they must be able to start by mid-June.

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The April Claims and Allowance Docket in the amount of \$32,132.13 was reviewed. Motion to approve the April Claims and Allowance Docket in the amount of \$32,132.13 (BK/JV) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The April Claims Summary, Utility Comparison Report, March Expense Report and March Revenue Report were reviewed.

UNFINISHED BUSINESS

Splash

Mel informed the board that Jennifer has completed the brochure and how nice it looks. He asked for the board to take it home, look it over, and report back to Jennifer any changes they see need made.

Master Plan Projects

Mel asked for input regarding projects to complete in 2020. Jack mentioned that the Scout Hall was listed on the Action Plan which was included in the current 5-year Master Plan (2016-2020). He also added that since Kiwanis has built benches in the past, maybe they could build picnic tables for the Town Life Center. He also mentioned placing some outdoor fitness equipment at Warvel Park. Another suggestion was a walking trail at 9th Street. Mel stated that he will continue to receive input on this item of business.

NEW BUSINESS

2021-2026 Master Plan

Jennifer informed the board that our current Master Plan expires at the end of 2020. The cost to make a new one would be around \$12,000. The cost to update our current one would be around \$5,000. She also mentioned that we could do our own, which would be bare bones, similar to what the Town of Argos Park Department has done. Board members can go to the Argos website to view theirs. If we were applying for grant with the Land/Water Conservation, which are primarily used with land acquisitions, we would definitely need to complete a new one. Adam stated that he will be involved in a county-wide comprehensive Master Plan. It will be a 12-15 month project, including public meetings, and is scheduled to start in August. He gave our current plans to the RFP to get started. He added that maybe we could just update ours and then include in the new county-wide one.

COMMENTS AND QUESTIONS

There were none.

ADJOURNMENT

Meeting was adjourned at 7:01 p.m.

APPROVED _____

Mel Sautter, President

Jack Vineyard, Vice-President

Becky Kreps, Member

Bobbi Lautzenheiser, Member

Rick Espeset, Member