

Lynnville Town Council-Park
February 16, 2021 Agenda

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: January 19, 2021

APPROVAL OF CURRENT BILLS: February 2, 2021 – February 16, 2021

TOWN BUSINESS:

ILMCT Training

Donation request to Tecumseh Class of 2022 Prom and After Prom events

NEW BUSINESS:

Permission to remove unhealthy, exposed root trees and trim others – **204 Deer Ln**

Race event set for September 26, 2021 – **Michael Dennis**

Off-Road Bicycle trail proposal – **Brad Scales and Jason Pemberton**

Hosting some events at Lynnville Park – **Sharon Sexson-Lyle**

New kayak launch and parking

Annual Easter Event

Annual Halloween Event - October 15-16 with a Rain date of October 22-23

Final long-term camper's plan

Employee Descriptions

REPORTS:

Sarah Kolley, Park

Fund activity January 2021:

Revenue \$ 962.20

Expenditures \$57,46.78

Outstanding Leases

"To-Do" List

Lease Violations for delinquent utility bills

Emergency Service address corrections for Gibson County lessees

Whitledge invoice

J. William Bruner, Attorney

Nuisance Complaints – Sarah supply lessee contacts to Mr. Bruner

-104 Beaver Ln

-12623 E County Rd 1025

Lauri Stockus, Clerk-Treasurer

Stacy Tevault

Rachel Titzer

Lutz estimate for playground border

Doris Horn

Don McVey, Park Advisor

Brett Kruse, Park Advisor

Estimates on scaffolding for kayak storage

ADJOURNMENT

NEXT MEETING: March 2, 2021 – 6:00pm Virtual ZOOM Meeting

ANY AND ALL BUSINESS TO PROPERLY COME BEFORE THE LYNNVILLE TOWN COUNCIL

Town of Lynnville Park Board

February 16, 2021

Present: Stacy Tevault, Rachel Titzer, Doris Horn, Lauri Stockus, J. William Bruner, Tim Reibold, Scott Whitfield

Absent: Brett Kruse, Don McVey,
Sarah Kolley, Gary Holder

Call to Order

Approve Minutes: Rachel makes a motion to approve the January 19, 2020 minutes as presented. Stacy seconded. All in favor. Motion carries.

Approve Current Bills: Rachel makes a motion to approve the current bills of February 2, 2021 –February 16, 2021 as presented. Stacy seconded. All in favor. Motion carries

Town Business:

ILMCT Training

SBOA has a YouTube channel for their webinars. DLGF has webinars set up at specific times. The Annual ILMCT Institute & Academy would only cost Miranda \$50 to join as an “add-on”. At this price should would not be able to earn any credits for the classes, it would be strictly for information and training of classes offered. Stacy said in her opinion \$50 to have added knowledge in the office is worth it and she has no problems with Miranda attending the webinars. All Board members agree.

Donation Request to Tecumseh Class of 2022 Prom and After Prom Events

Rachel makes a motion to donate \$200.00 to Tecumseh Class of 2022 Prom and After Prom Events. Stacy seconded. All in favor. Motion carries.

New Business:

Permission to Remove Unhealthy, Exposed Root Trees and Trim Others – 204 Deer Ln

Rachel makes a motion to approve the residents of 204 Deer Ln to have unhealthy trees with exposed roots removed and limbs/trees overhanging house and porch trimmed. Stacy seconded. All in favor. Motion carries.

Race Event Set for September 26, 2021 – Michael Dennis

Michael is here today representing Black Coal. They would like to book a race event for September 26, 2021 at Lynnville Park. He said they do realize they would be required to stay off the walking train which would not be a problem for this event. It is a smaller event and due to being a smaller event, the club would like to know if the fee could be reduced. The Park Board members decided the event has full use of the entire park for the whole weekend and it would not be fair to other groups who rent out the park for the entire weekend to give one group a discount and not all of the groups. The decision was to uphold the contract of \$2000.00 with a \$500.00 deposit for weekend. This includes the use of the Rec building and shelter house, all of the predetermined camping spots and parking. Michael discussed these terms with his club via virtual meeting. Once Michael resumed with Park Board, he accepted the terms. He will contact Lynnville Park employees to move forward with the event. Rachel makes a motion to allow the Black Coal to rent the park for \$2000.00 with a \$500.00 deposit for the weekend of September 26, 2021. Stacy seconded. All in favor. Motion carries.

Off-Road Bicycle Trail Proposal – Brad Scales and Jason Pemberton

Brad Pemberton will be speaking on this subject. They have surveyed some of the area in Lynnville Park and believe there are some great opportunities for off-road bicycle trails along the shorelines of the property. They give local bicycle clubs such as Tecumseh Bike Club a place to meet and ride. It also gives an opportunity for Lynnville Park to be a destination site for other bicycle clubs. The Park Board are all in agreement with having more activities to draw people into utilizing the outdoor space and to get people active at the park. The Board thinks this would be a great asset to Lynnville Park and would like to move forward with this project. Brad was asked if there were some grants, they could apply to get some of the funding for this project. Brad said there was some opportunity for grants to help get this project completed they would be applying. The Indiana Trail Program which offers a significant amount of funding for reimbursement, application due March 1, 2021. Stacy said with the due date so close and grants being such a pivotal part of getting large projects like this completed, let the Town know what needs to be done to get the application completed by the due date. Rachel makes a motion to pursue the off-road bicycle trails at Lynnville Park proposal that has been submitted today and anything needed to complete the grant process for this project from Trail Heads by Brad Scales and Jason Pemberton. Stacy seconded the motion. All in favor. Motion carries.

Hosting Some Events at Lynnville Park – Sharon Sexson-Lyle

Sharon is here today representing an organization called Active Faith Health Ministry which supports active living and healthy living in the Warrick County area. On April 27, 2021 they would like to host the Tri-State Health Ministry Organization which is a group of health organization at Lynnville Park. They would like to use the shelter house for this meeting. Most members are in the health industry and would-be social distancing. Rachel makes a motion to allow Active Faith Health Ministry to use the shelter house at Lynnville Park on April 27, 2021 for the Tri-State Health Ministry. Stacy seconded. All in favor. Motion carries.

Host a membership drive for the Lynnville Park. The specifics have not been worked out yet but the idea is to have a Scavenger Hunt with a challenge and when completed there would be prizes possible to include a season pass to Lynnville Park and/or rental of kayak. Stacy mentioned another idea would be if people bought season passes their name could go into a drawing to win a weekend of free camping. After some discussion between Park Board Members and Sharon they agree this event should be held late March to early April. Stacy clarified season passes are \$35.00 per person.

Keith Page is wanting to sponsor a bike to school event in May on the Tecumseh Trail. They would like a Lynnville Park Employee or Lynnville Town employee to act as a crossing guard at the Lynnville Park entrance and any areas where roads cross the trail. The Park Board members agreed this would not be a problem and would have employees take care of this for the event.

Planning a fall fund-raiser for the Tecumseh Trail. This event has not been planned yet but would like to know if there were weekends that would be unavailable to them to have an event. There are some events in October the park will be occupied. The Halloween Event will be one of them which will be discussed in this meeting.

New Kayak Launch and Parking

Sarah is still not on the meeting so there isn't anyone who would be able to speak on this project at this time. This is something that has been discussed and decided to be completed before the season begins. At this time nobody knows what has been done by Sarah in preparation for this to be completed. This will be tabled until next meeting to get some information on the progress of this project. Stacy asked Jana Taylor to let Sarah know she is to be at the next meeting with the information. She also asked if Jana knew why Sarah was not on this meeting. Jana did not know the reason.

Annual Easter and Halloween Event – October 15-16 with Rain Date of October 22-23

These events were cancelled last year due to Covid. The Park Board members are looking forward to having this event this year since most people understand social distance and masks are required to participate and it is an outdoor event. The Easter Egg Hunt will be held March 20, 2021 with a March 27, 2021 as rain day. The Park Board asked Jana put the event in the Community Calendar section of The Standard newspaper. Also have Sarah contact Bee-Hive Printing make yard signs to advertise the event. Stacy asked Jana to make sure Recreational Building was available for this event. If the Rec Building is already booked, they can make arrangement to use the Shelter House instead. Doris said she would contact Bee-Hive for the signs and flyers also.

The Halloween Event will be held the weekend of October 23 with no rain date. The Rec building is to be reserved for October 23, 2021 in case the weather is bad. Booths could be set up inside to pass out candy and possibly soup and other refreshments. These details will be worked out closer to the time of the event. All Board members agree.

Holiday Parade Event will be held November 27, 2021. They would like to have an evening parade so it could be lighted. The parade would be scheduled for 5:00pm, just when the sun starts to go down so a lighted parade really shows up well. After the parade, there would be something going on at the Community Center as in years past.

Final Long-Term Camper’s Plan

The long-term campers that are still out there have been there for over a year now. Sarah was supposed to speak with them to find out what their plan for moving. Lynnville Park’s purpose is not to be a residential park so they do need move. If there is not already some type of rules/contract for long-term camping, there is one to be drawn up. Long-term should not last more than 6 months and is for people who are working in the area and not for people to just move in to live. If there would be a reason or an emergency to stay longer than the 6 months, they would be required to appear before the board to explain the reason and the board would vote to allow or deny the request. All Park Board members agree 6 months for long-term camping will be enforced. Sarah is to speak with them to let them know they have a time limit to move out. Doris makes a motion to allow long-term campers to stay no longer than 6 months. Rachel seconded. All in favor. Motion carries.

Employee Descriptions

The employee descriptions for each employee to sign each year listing the duties they are responsible for completing have been updated. The Park Manager is now a year around position with a minimum of 32 hours per week requirement. This change has been discussed with Sarah and she said she understands. Another change is the job title of ‘Gatekeeper’ is switched to ‘Park Employee’ because their job is more than just gatekeeping. Stacy asks if there are any questions concerning any of the employee descriptions. Stacy said she would like verbiage added stating they have read and understand what their job description entails. Lauri said she would add this line to the job descriptions. All Board members also agreed to look into having employee badges with names and possible pictures to wear while working.

Sarah Kolley – Lynnville Park Manager : Not Present

Monthly Income:

| | |
|--------------|------------|
| Revenue | \$ 962.20 |
| Expenditures | \$5,746.78 |

Outstanding leases– Tabled until Sarah is Present

“To-Do” List– Tabled until Sarah is Present

Lease Violations for Delinquent Utility Bills– Tabled until Sarah is Present

Emergency Service Address Corrections for Gibson County Lessees – Tabled until Sarah is Present

Whitledge Invoice

There is an invoice from Whitledge Tree Service with no description or location of work. This could possibly be the tree from the empty lot on Rosebud she contacted Whitledge to have taken down, another tree or if it tree trimming. Sarah said she would find out this information. Since she isn't here tonight, she will have to be contacted tomorrow for the information. She also is to let Whitledge know the invoices should be more detailed in the future.

Mr. Bruner – Town Attorney:

Nuisance Complaints – Sarah to Supply Lessee Contacts to Mr. Bruner

104 Beaver Ln – Violation will be sent out this week

12623 E County Rd 1025 – Violation was sent

416 Oak St – could not find paperwork where initial notice has sent. Lauri confirmed it had been sent July 16, 2020 but with it being such a long time since initial notice was sent it would be a good idea to redo the entire process.

Before sending out the violation of leases Mr. Bruner wanted to verify both lists, he received were suppose to get notices. The confusion is due to some lessees are on both lists. One list is for balances still owed and one list is for missing documentation (insurance). It is confirmed some lessees have more than one violation and would need notice of each violation.

Tim Reibold – Fire Department:

Stacy thanked Tim and his dad for helping the town out with clearing snow and ice from the streets on such short notice. She wanted to make sure they sent in an invoice for all the work they did when the town was in need.

Tim looked at the old Ford tractor the town would like to get rid of. There are some small issues with it such as hydraulic issue and a couple of leaks, it does need some work but it starts up easily and runs pretty well. Looking up information the tractor with the loader does have some value. If sold as is the value would be \$1500-\$2500.

The Fire Department will be upgrading their AEDs at the stations to match up with Warrick EMS. This will let Warrick EMS replenish supplies and not come out of budget. The Fire Department will be getting 2 nice AEDs and possibly donating one to Community Center or Town Hall. After some discussion it was decided the best place would be Lynnville Park. This then brought up a discussion about training the Park employees on using the device. Tim said they would make sure all the park employees would be trained on the AED including replacement times and maintenance.

Don McVey – Park Advisor: Not Present

Brett Kruse – Park Advisor: Not Present

Lauri Stockus Clerk-Treasurer: Nothing to add

Doris Horn:

Working with someone to get pictures and prices of refrigerators for Community Center. Once a commercial refrigerator is purchased for Community Center the one in the Community Center could be moved out to Rec Building instead of buying new one for Rec Building. All Board members agreed.

Calling Melody Garrison next week to have her paint the kitchen in the Community Center to get this project completed.

Will call tomorrow to request new invoices from vendors on the boat and equipment being purchased with grant sent to Town Hall.

Called John to have garage cleaned out for delivery of boat, UTV and golf cart. Rachel asked what they had decided to letter the boat. Stacy and Doris agreed it had been decided to letter the boat as Lynnville Park. The UTV and golf cart would also be lettered Lynnville Park.

Rachel Titzer:

Lutz Estimate for Playground Border

The estimate for the border of the new playground is \$6500.00. The estimate for asphalt was never received. Doris said she also called to set up appoint for the company to meet her for estimate for asphalt but nobody showed up and she has not heard anything from them either. Stacy said they would table this until next meeting to see if it was possible to the other bid before moving forward. Doris said she would give them a call tomorrow.

The Eagle Scout has finished the playground projects and had them delivered to the park. The look great but would like to have them stained to preserve them. All Board members agree they equipment should be stained as soon as the weather dries up. Rachel will discuss having this completed with John.

Stacy Tevault:

Stacy stated again Sarah is required to be at the next meeting because there are several things that need to be discussed or completed before camping starts.

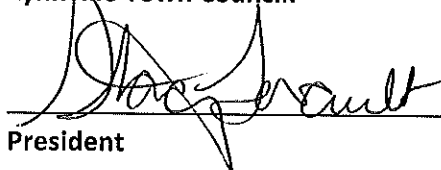
- 1. When Park would open for camping
- 2. What is going on with the water line upgrades
- 3. New kayak launch and parking
- 4. Has all the changes been made to update daily passes to \$3.00

There is a meeting with Craig McGowan with USDA that has been rescheduled due to the weather. This meeting is to sign and go over the paperwork for the funding to get the boat and other equipment


Next Meeting: March 2, 2021, 6:00pm Virtual ZOOM Meeting

Stacy entertains a motion to adjourn the meeting. Doris makes the motion to adjourn. Rachel seconded. All in favor. Meeting is adjourned.


Lynnville Town Council:



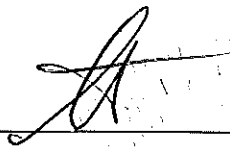
President



Council Member



Council Member

Attest: 

Clerk-Treasurer