

**Lynnville Town Council-Park
March 16, 2021 Agenda**

MOMENT OF SILENCE – PLEDGE OF ALLEGEANCE

CALL TO ORDER

APPROVAL OF MINUTES: March 2, 2021

APPROVAL OF CURRENT BILLS: March 3, 2021 - April 6, 2021

March 16 (45)

TOWN BUSINESS:

Commonwealth invoice approval – **Spurgeon Project**
AIM Roundtable attendance
Steven VanMeter

NEW BUSINESS:

Introduction of Park Superintendent, William Putt
Update on membership drive and scavenger hunt – **Sharon Sexson-Lyle**
Trail clearing in Lynnville Park area – **AJ Mason**
Tecumseh Bike Club – **Stacy Tevault**
Additional Appropriation for Bike Park project public hearing
Assignment of Lynnville Park Lease Agreement - **Robert Irvin**
Wilcox approval of rock invoice and gas pipe from Rec Building to Shower house needs replaced – **Lauri Stockus**
Rent Recreational Building dance class 35-40 weeks – **Jana Taylor**
Leased land property line – 214 Deer Ln

REPORTS:

Fund activity February 2021:

Revenue	\$9,783.89
Expenditures	\$5,908.71
Current Balance	\$160,645.78

“To-Do” List

Lease Violations for delinquent utility bills

Emergency Service address corrections for Gibson County lessees -**Jana completed**

J. William Bruner, Attorney

Nuisance Complaints Update
-12623 E County Rd 1025
Park Lessee Violations

Lauri Stockus, Clerk-Treasurer

Stacy Tevault

Rachel Titzer

Doris Horn

Don McVey, Park Advisor

Brett Kruse, Park Advisor

ADJOURNMENT

NEXT MEETING: April 6, 2021, 6:00pm @ Town Hall

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

March 16, 2021

- 1 Sharon Saxon-Lyle
- 2 Jane Taylor
- 3 Bill Fott -
- 4 Jan Whitson
- 5
- 6
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- 8
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- 10

Town of Lynnville Park Board

March 16, 2021

Present: Stacy Tevault, Rachel Titzer, Doris Horn, Lauri Stockus, J. William Bruner, Brett Kruse, Don McVey,
R. Miranda Mullins, Tim Reibold, Scott Whitfield

Call to Order

Approve Minutes: Rachel makes a motion to approve the March 2, 2020 minutes as presented. Doris seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries.

Approve Current Bills: Doris makes a motion to approve the current bills of March 3, 2021 – March 16, 2021 as presented. Rachel seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries

Town Business:

Commonwealth Invoice Approval – Digital Meters – Eric Parsley

Eric has been working with Marcus Jolly to get an understanding on what the Town of Lynnville is looking to get. Together they have been looking for a water meter system that is a “stand alone” system which means they will not need to do the drive-by readings. They are looking into materials and service of the meters themselves. The installation will be contracted out separately. Marcus has gathered some information from the different companies who supply these systems and equipment. The price is above the \$150,000 price range to get quotes so they would work with our attorney to put together a bidding package. Eric will look into the requirements for public bidding requirements within the next week. Eric asked Lauri to send her file of information collected over the last year concerning the meters. Eric would like to establish a “Do Not Exceed” value of \$8500 for the “on-call” agreement with Commonwealth. Rachel in favor. Doris in favor. Stacy in favor.

Approve Commonwealth bill for Spurgeon Project

Doris makes a motion to approve Commonwealth Engineers bill for Spurgeon Project in the amount of \$10,260.00. Rachel seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries.

AIM Roundtable Attendance

The AIM Roundtable will be held virtually on Tuesday, April 13, 2021 from 1:00-3:00pm. Board members will let Lauri know to make reservations by Friday if any will be attending.

Steven VanMeter – Not in attendance

New Business:

Introduction of New Park Superintendent - William Putt

William (Bill) introduced by Stacy. Bill says he is looking forward to working with everyone. He sees so much potential with the park and can't wait to start improvements. The board welcomes and says they are looking forward to working with him to make the Park shine and reach it's potential. Bill thanks the Park Board.

Jana has agreed to take over the Lynnville Park Leases, organize them properly and keep them up to date.

Update on Membership Drive and Scavenger Hunt – Sharon Sexson-Lyle

Sharon is here today to get an update since last Park Board meeting. To recap, Sharon is part of a non-for-profit ministry that promotes health and wellness in the community. They had talked about doing a membership drive, along with the drive they would like to promote Tecumseh Trail. At the last meeting things were put on pause so the Park Board could figure out when camping would start, when, what and how things would proceed with all the changes in staff and running of the park. Sharon asked if things have settled down and if it was still too early to have things figured out. Stacy said they may need a little more time before they would be able to figure out how to proceed. Bill is still learning how to run the park and employees need to be hired before anyone would be able to put the time into this project. She let Sharon know they should go a head and plan their scavenger hunt and any other events they have planned but the Park needs to concentrate on getting employees trained and the projects already started finished before taking on anything else at this time. Sharon said she would come back to another meeting to let everything settle down. Sharon asked if they could help with Easter Egg Hunt and Doris said they could get together to help get ready for the event.

Trail Clearing in Lynnville Park Area – AJ Mason

There is a section on Lynnville lake along Tecumseh Trail AJ Mason would like to clear the trees and brush to make a nice area for a bench with a great view of the lake. (pictures included) Doris makes a motion to allow AJ Mason to clear the trees and brush in the area requested. Rachel seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries

Public Hearing of Additional Appropriation for Tecumseh Bike Club – Stacy Tevault

Stacy opened the floor to the public for comments or questions concerning Additional Appropriation. No comments or questions. Next meeting for approval.

Assignment of Lynnville Park Lease Agreement – Robert Irvin

Robert Irvin would like to have his wife, Tammy Irvin, assigned to his lease. He understands he will be required to pay the one-time fee of \$195.00 to add his spouse. Jana stated she already sent the paperwork to the bank to be completed. Doris makes a motion to allow Tammy Irvin to be added to Robert Irvin's lease. Rachel seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries

Wilcox Approval of Rock Invoice and Gas Pipe from Rec Building to Shower House Needs Replaced – Lauri Stockus

While completing the project of replacing waterlines Wilcox came across a gas line running from shower house to Recreational building that is completely rusted and leaking. Lauri asked him to get an estimate to have the pipe replaced. Stacy asked if the invoice for rock is to complete the project or if there will be more. Lauri said Wilcox and John discussed what would be need to complete the project and she didn't know what they had decided. Stacy stated she wanted to make sure they put enough down so there wouldn't be a muddy mess. Doris makes a motion to approve the purchase for rock in the amount of \$2,704.80 and to have the gas line replaced. Rachel seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries.

Rent Rec Building for Dance Class 35-40 Weeks – Jana Taylor

Due to Covid the gentleman lost the building he was using for dance lessons in Evansville. He wanted to know what type of agreement he would be able to receive if he were to have the dance lessons in the Rec building at Lynnville Park. He is looking for building to hold a dance class for 12 couples. The dance class would meet on Monday evenings from 6:30pm to 8:30pm for 35 to 40 weeks. After some discussion, the Park Board decided the charge would be \$2000.00 plus \$150.00 deposit. \$1150.00 (1/2 the rental upfront, which would be \$1000.00 for 1/2 the cost of rental and \$150.00 for deposit and the remaining \$1000.00 at 20 weeks. He would also be required to sign a waiver of liability and a copy of his insurance. Jana said she would call him to let him know the terms.

Locate Leased Land Boundary Line for Fencing – 214 Deer Ln

The lessee would like to put up a fence but is not sure where the boundaries of his leased lot are located. After some discussion the Park Board cannot give an answer to the boundaries of the leased properties. The lots have been platted and established, so the park employees would need locate the information or speak with neighbors to agree on a boundary.

Lynnville Park Manager :

Monthly Income:

Revenue	\$9,783.89
Expenditures	\$5,908.71
February Balance	\$160,645.78

“To-Do” List

Nothing to report at this time

Lease Violations for Delinquent Utility Bills

Jana sent the notices to lessees with delinquent utility bills

Emergency Service Address Corrections for Gibson County Leases – Jana Taylor

Jana completed the list addresses corrections of Gibson County Lease for Emergency Services.

Mr. Bruner – Town Attorney:

Nuisance Complaints Update

12623 E County Rd 1025 – violation was sent 2/24/2021 giving them 15 days to respond but has not heard anything from the lessee. It has been over 15 days and the right to terminate may be exercised. Mr. Bruner asks the Park Board if they want him to send a letter of termination. All Park Board members agree since there has been no response to the notice sent, Mr. Bruner is to proceed in sending the Notice of Termination.

104 Beaver Ln – spoke with this lessee and because Doris has dealt with him in the past on other issues suggested Doris contact him. Doris agreed to speak with this lessee to detail exactly the nuisance concerns on the property.

Outstanding Leases

104 Violet Ln – lessee has not paid lease, signed lease, given proof of insurance or paid taxes. Violation was sent. No response was received. All Park Board members agree, since there has been no response to the notice sent, Mr. Bruner is to proceed with Notice of Termination.

433 W Hwy 68 – proof of insurance has not been received and late fees are still owed. Violation was sent. No response was received. All Park Board members agree, since there has been no response to the notice sent, Mr. Bruner is to proceed with Notice of Termination.

210 Violet Ln – proof of insurance has not been received. No response was received. All Park Board members agree, since there has been no response to the notice sent, Mr. Bruner is to proceed with Notice of Termination.

E 1025 S Oakland City, IN 47660 – refusal to sign lease. Jana is supposed to send copy of old lease before proceeding.

113 Red Sage Ln – violation was sent for allowing person not on lease to reside full time. No response was received. All Park Board members agree, since there has been no response to the notice sent, Mr. Bruner is to proceed with Notice of Termination.

401 W Hwy 68 and 391 W Hwy 68 – Stacy has given Mr. Bruner paperwork for these leased lots also known as the Swim Beach. When leases were sent out June 2020 the gentleman on the lease tried to write in his wife’s name on the lease. At that time, he was told the proper procedure to have his wife added to the lease would be to make a request to the Park Board, sign the **ASSIGNMENT OF LYNNVILLE PARK LEASE AGREEMENT**, and pay the \$195.00 fee. There are notes documented in his file stating he decided not to proceed because he didn’t want to do all the work involved and he also didn’t want to pay the \$195.00. The gentleman has passed away with the lease still in his name only. The personal proper only consists of a 3-car carport and a wooden deck. The block building on the property him and his family have used is owned by the town. The Town Council is planning on taking the building back for town purposes. The information was given to Mr. Bruner along with the lease to review and prepare before the next meeting.

Tim Reibold – Fire Department:

Don McVey – Park Advisor: Nothing to add

Brett Kruse – Park Advisor:

Estimated making the kayak racks would cost him \$225.00. The scaffolding that had been decided on last meeting is not made anymore. The storage racks he would be making are 6ft wide and 6ft long and 3 tiers which would allow 6 kayaks to be stored on it. There are no oars for the boats yet. Miranda said she has called Academy each week to try to get them ordered. Stacy said they have them in the store. At this time someone would have to go to the store to pick them up since they are still not doing deliveries. Miranda said she believes 6ft oars where the size asked for last year. Jana would like to measure to make sure and get back with Miranda on the number of oars needed to be purchased.

Have campers take their bagged-up garbage outside by 9:00am so park employee can drive golf cart or side-by-side by to pick it up. They can also put orders in for ice and firewood that park employee can bring to them using golf cart or side-by-side. This also gives an opening to see how campers are doing and if there are any concerns before escalates. Doris said the ice and firewood is something they already are to be doing in the evening and have been doing for years.

There is a park lessee who has at least 6 cars in parked in the front yard. The front yard is rutted up and some of the vehicles are parking on Tecumseh Trail. After some discussion Mr. Bruner said there were rules on the number of vehicles allowed set through the Planning Commission. The first step would be to file a complaint with the Planning Commission including documentation. Doris said she would take pictures and file the complaint.

Lauri Stockus Clerk-Treasurer: Nothing to add

Lauri and Miranda are is training this week. It is virtual training in Town Hall and has been difficult with people coming to the office and the phones ringing. Training will continue for the rest of the month.

Doris Horn:

Golf cart should arrive within a week. Uniform shirts are ordered for park employees each year. This year since the boat, side-by-side and golf cart are all red, the shirts should be red also. All Park Board members agree to have the employee shirts red this year. Lauri was asked to get them ordered. Doris would like to have Custom Signs have “Lynnville Park” put on the boat, side-by-side and golf cart. Doris gave Lauri the manual and extra key for side-by-side.

Water Line Update at Camping areas

As Wilcox updated water lines in Section A and Section B there wasn’t a single line that didn’t have leaks or damage. Lauri explained this was the cause of the extra cost over the estimates given before the work was done. Along with all the damaged water lines there was wire, metal and concrete that had to be dug up and removed.

Doris asked for help distributing eggs for Easter Egg Hunt. Rachel asked and Lauri let her know there are safety cones in Town that can be used for the Easter Egg hunt. Rachel asked Bill to inform John or go get them to be used. Just take them back when done.

John is going to move the picnic tables to the camping sites this week. Would like to look into adding or replacing some of them due to age and wear.

Rachel Titzer:

There is some wood still piled along the trail. Spoke to John about getting it cleared out. The playground equipment needs to get stained asap so it can be placed in the playground area. There have been samples of stain left in the park office to get a color picked, stain purchased and the equipment stained by park employees.

Fire Rings

Fire rings were not purchased before the season started like they had been told. Bill has since looked into some options. After some discussion it was decided each fire ring is not to exceed \$150.00, up to 20 units. Rachel makes a motion to allow up to 20 fire rings may be purchased not to exceed \$150.00 each. Doris seconded. Rachel in favor. Doris in favor. Stacy in favor. Motion carries.

The garbage cans from Newburgh are to be cleaned up and stained/painted so they can be put out on Tecumseh Trail as soon as possible. Rachel would like one at each intersection of the trail.

The "glamping" Eagle Scout project is still in the works. The project consists of him building 2-16x16 platforms and the Park purchasing canvas tents to go on the platforms to rent for groups. The project was just approved through the Eagle Scouts

Stacy Tevault:

The Tecumseh Bike Club is going to start riding in the Lynnville Park every Thursday starting the week after Spring Break week. They will arrive after school, there will be 10-20 riders and they will be riding the trails that already exist. They will also be cleaning up the existing trails. They do not need to pay the entry fee because they will be working to clean up the trails.

Hiring Seasonal Workers for Park and Town

Stacy asked about getting applications for seasonal workers. Lauri said she has received some calls and people have picked up applications but have not received any completed applications yet. Stacy said she has been asked by several parents if their minor teenagers would be able to work. Stacy said she thinks it is possible for minors to work with a parent's signed permission form. Minors are also required to only work certain hours and only to certain times in the evening.

Meter Reading by Larry Tevault

Larry Tevault will be reading the meters until the town gets a Town Superintendent hired. Larry will also work with the superintendent to get them trained on where the meters are and how to read them.

Kayak Launch and Parking

Would like the second kayak launch and parking plans started as soon as possible. Would like Brett to get with Bill to get a plan and let him know what has been discussed previously. Think if there is parking back in the same area as the launch is will help with the congestion and parking problems the park has had in last couple of years. Also if it could get started before the park really picks up that would be helpful.

New Boat

The Park Board did take possession of the new boat tonight. The paperwork was handed to Lauri to process, store, etc. The warranty information should be sent to Scott so he can run the warranty checklist. Stacy asked Scott to get with Bill to go over all the information concerning the boat and keep him updated since he is Park Superintendent and the boat is dual-purpose for park maintenance and rescue.

Side-by-Side and Golf Cart

Side-by-Side was delivered to the park already and per Doris the golf cart will be delivered next week. Both will be for park employees to use around Lynnville Lake and Campground.


Next Meeting: April 6, 2021 6:00pm @ Town Hall

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

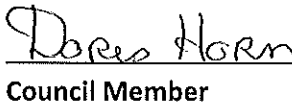
Lynnville Town Council:




President



Council Member



Council Member

Attest: 

Clerk-Treasurer