

Thorntown Park Board Meeting Minutes

March 28, 2022 – 5:00 PM

Location: Police Department Conference Room

Attendance: Derek Babcock, MJ Fairfield, Lisa Vitaniemi

Guests: Dax Norton, Leslie Doctor, Melanie Gall

President Derek Babcock called the meeting to order at 5:03 PM.

Guests were introduced.

Approval of Minutes

MJ Fairfield moved to approve the minutes of the February 28 and March 18 meetings. Derek Babcock seconded. Minutes approved. Lisa will provide signed copies of the minutes to Koren Gray for the Town Council.

Melanie Gall on behalf of Friends of Boone County Trail

Melanie advised that the town is responsible for the maintenance, upkeep and cost of the trail. Mowing, trimming flower beds, etc. need maintained. Honeysuckle needs cut back on the trail. She advised that the Friends of the Trail would come out if we have a clean up day. She also suggested one website for the county with updated information about the trail. Dax Norton, town consultant, advised that this is something that the Visitor's Bureau should probably do to keep it going. We should contact them.

Liz Stitzel from Coalfax takes care of the trail north of Sugar Creek. She would like the Thorntown portion to include equestrian activity. It was discussed that the trail we have could accommodate with the proper signage. Maybe this could be included with the signage being done by the Community Foundation of Boone County. Whitestown has a portion that is for equestrian use. Derek advised that any messes would be the responsibility of the riders and covered under the current animal control ordinance. We should discuss all of this with Amy Noonung, town attorney.

There was a discussion about bollards being placed to keep vehicles off of the trail. Derek advised that would make patrolling more difficult unless they had a side-by-side. Dax suggested applying for a grant to purchase one as well as possible lighting and cameras.

Melanie also advised that Gene Bayless picks up stuff on the trail and would be interested in helping maintain.

Derek indicated the police department might have a trail cam that could be placed near the bridge but that we need a destruction of property policy. Derek will work with Amy about an ordinance about jumping off the bridge and the court about setting fines.

Lisa advised that the signs have been destroyed on the bridge and the cost of aluminum signs would be \$99 each. Derek moved that Lisa order 2 signs. MJ seconded. Motion carried. It was decided that large pieces of plywood be attached to the rails and the sign put in the plywood to try to deter vandalism. Derek and MJ can take care of that. Dax indicated the he would look up the vandalism code.

It was decided that we should host a trail clean up day. April 30th was discussed but later decided that April 23 to combine with Earth Day and Trail walk day might be a better option. Lisa will create a flyer and post on Facebook and send to Dax for posting on the website. We will need chainsaws to cut out brush. If the brush is cut out and piled, maybe during the week the utility workers could chip.

Lisa advised there is a girl scout troupe willing to purchase and plant flowers at the trailheads. She will work with them to complete.

Leslie Doctor has volunteered to take care of the pollinator garden and to keep the board updated with regard to trail needs.

Old/Continuing Business

Art Project – Lisa advised that we were awarded the grant from the Boone County Community Foundation and we will be getting the mural painting as well as signage on the trail.

Master Plan – Dax suggested that we continue work on the 5-year master plan, but in addition create a master plan for the trail and a maintenance plan. Lisa will work with Dax on the plans.

Park Fence – Lisa advised that the fence has been repaired and we are talking with Amy about letter to homeowners.

Meeting with Amy Noonig – Derek suggested we set up a meeting with Amy to discuss several issues.

Cameras – Derek is still working on installing the camera software to his computer. He also advised that he is working on a policy and procedures handbook. It was agreed that in the event of vandalism or other such situations the police would be notified immediately and handled through them rather than the park board.

Little League – MJ advised that Little League contract has been signed and will be voted on by the town council at the March 28 meeting. MJ will get a schedule from the Little League for the park board and that the Little League is planning their clean up date for April 9th & 10th.

Chuck Wyant – Derek advised that Chuck has agreed to continue his work for the park opening and cleaning restrooms, making sure trash is emptied and once Little League is over to mow the ball fields. Derek moved that we continue with Chuck in this capacity. MJ seconded. Motion carried.

Trudy helps Chuck but is not a paid employee. Dax will talk with Koren about this and advise what we need to do.

Discussion regarding a sign on vehicles while working at park. MJ moved that we eliminate the use of a vehicle sign. Lisa seconded. Motion carried. Derek will advise Chuck.

Tennis Courts – The tennis courts are in need of repairing. Dax waiting on response from company

Spring Clean Up Day – April 2. Plans in place. Painting will not be able to be completed that day due to weather conditions. Derek has list of supplies he will bring. Everyone will bring trucks for debris pickup.

Derek advised that we did not get a donation of the pea gravel but that he talked with Green Cycle and they agreed to provide materials at cost such as playground mulch, sand and pea gravel. They would donate wood mulch which we could place around trees. Derek has a man interested in delivering the materials for the cost of his gas.

MJ moved that we allow Derek to spend up to \$1000 for materials for park clean up day. Lisa seconded. Motion carried.

Jerry McClain will remove the 2 tree stumps but not on Saturday as a donation.

Dax indicated that Chick-Fil-A will be providing the lunch for the volunteers

It was decided that we should recognize all donations. Dax talking to Indy Pro Graphics about a banner sign listing all donors. Derek to provide the names to Dax. Chick-Fil-A, McClain Stump Grinding, Taylor Lawn Care, Green Cycle, etc.

Financial

Lisa advised that we have spent \$155 so far this year. Most of that was for dues to Indiana Park Association.

New Business

Summer Programming – Lisa updated the board about the plans for a summer program with Wes Mikesell. It was decided that we need to talk with Amy about coverage if something would happen. If we would modify the salary ordinance as part-time, seasonal workers we should be covered. Dax will work with Amy and put it on the agenda for next week's Town Council meeting to add not to exceed \$5,000.

It was decided that we should put in place background checks for all seasonal workers as well. Lisa will provide a form used for churches.

Park Assessment – Dax advised that CRG would do a full park assessment for \$350. Derek moved that we go ahead with the assessment and ask the Town Council to see if they would approve payment. MJ seconded. Motion carried. This assessment will include all park items and compliance. Pea gravel is not code but we will have to use to fill in until funding for surfacing. When we can resurface it is possible the utility workers could remove the pea gravel and use elsewhere.

Note: Town Council did vote to approve. Dax will contact CRG.

Bench on the Trail – Lisa advised of a lady who would like to purchase a bench for the trail. Derek moved for Lisa to make contact, MJ seconded. Motion carried. Lisa will contact and move forward.

Restroom and cleaning supplies – Derek asked Trudy to take an inventory and report to the Board of needs. Lisa will compare where we previously ordered supplies and Menards for best prices.

Grants – Lisa advised that we need to have a 501c3 in order to apply for some grants. Lisa will work with Dax to set up a park foundation and start this process. Dax advised that there are some big grant opportunities coming up through Land and Water and Recreational Trails.

New Board Member discussion – Leslie Doctor would like to volunteer to become a board member. She will be presented for appointment by the Town Council at the March 28 meeting. **Note:** Town Council appointed Leslie Doctor to the Park Board.

Town Council Meeting – Next town council meeting will be on April 4.

The meeting was adjourned at 6:45 PM

Next meeting is April 25, 2022 at 6:00 PM. Meeting will be held at the Park if weather permits – City Hall if not.

Derek Babcock, President

MJ Fairfield, Vice President

Lisa Vitaniemi, Secretary

Action Items

Derek	MJ	Lisa	Leslie	Dax
Set up meeting with Amy to discuss: <ul style="list-style-type: none"> • Equestrian use of trail • Liability for summer program • Posting of meeting notices • Ordinance about jumping off bridge 	Get Little League schedule	Order 2 bridge signs	Look over trail and pollinator garden for needs	Work with Lisa on Master Plans and grants
Check about trail cam	Get key to Little League building	Create flyer for trail clean up day and post		Talk with Korene about Trudy being an employee
Install camera software on computer	Continue liaison between LL	Work with girl scouts on flower beds		Work with Amy to update salary ordinance to cover seasonal summer workers
Talk with Chuck about sign on vehicle		Continue working on art project with community foundation		Ask CRG to do assessment
Purchase supplies for clean up day		Work with Dax on master plans and grants & start 501c3		Work with Lisa on 501c3
Continue working with McClain on stump removal		Contact lady about trail bench		
		Compare pricing of supplies after Trudy provides list of needs		