

**TOWN OF SANTA CLAUS PARK & REC BOARD**

**Minutes**

**August 3, 2020, 7:00 p.m.**

The Santa Claus Park Board met for their regularly scheduled meeting on August 3, 2020 at the Santa Claus Community Center at 200 N Holiday Blvd, Santa Claus, IN. The meeting was called to order by President Jonathan Goldsberry at 7:00pm.

Park Board Members Present: Jonathan Goldsberry, Jonathon Kincaid, Craig Buse, & Eileen Farmer

Also present: Meghan Orgas

Craig Buse made the motion to approve the minutes from the July 23, 2020 meeting, with the spelling correction for Jonathan Goldsberry.

Ayes: All Nays: None Motion carried

Jonathan Goldsberry brought a discussion about a replacement for Tanner Bauer whose last day is August 11, 2020. Craig Buse made a motion to hire Brian Rhoton at \$12.50 an hour pending paperwork. Jonathon Kincaid seconded the motion.

Ayes: All Nays: None Motion carried

Jonathan Goldsberry opened the discussion regarding the hiring of a park director. Jonathon Kincaid made the motion to hire Zach Tishendorf with a \$50000 base salary and a relocation fee of \$2500, prorated for the 2020 year. With an incentive package based on grants and performance based for the 2022 budget. A cell phone stipend of \$45 a month. Eileen Farmer seconded the motion.

Aye: All Nays: None Motion carried

Jonathan Goldsberry gave us an update about working and non-working items at Yellig Park and the Santa Claus Community Center. He stated that the the following items are no longer in working order: 1 Popcorn Machine, 1 Microwave (Yellig Park), and 3 Vaccuum Cleaners (SCCC). The popcorn machine and microwave located in one of the concession stands at Yellig park are rusted through.

Jonathon Kincaid made the motion to dispose of 1 Popcorn Machine, 1 Microwave (Yellig Park), and 3 Vaccuum Cleaners (SCCC) because they have no resale value and are not in working order. Craig Buse seconded the motion.

Ayes: All Nays: none Motion carries

There are some items that are needing to be purchased immediately. Craig Buse is going to check into getting a popcorn machine and cleaning supplies through RDM. Eileen Farmer is going to check with Kelly Greulich about using COVID money to possibly purchase motion detected hand dryers, flushers, sinks, etc.

Craig Buse has spoken with the region 15 representative to get started on our 5 year plan. We will need to have that finished by January to qualify for some grants. Our focus at our

meeting on September 2, 2020, will be the 5 year plan. Craig Buse is going to have the representative attend this meeting.

Jonathan Goldsberry opened the discussion for a possible change order to the existing work being done at the Bermuda field to get additional drainage done around the park.

Craig Buse makes the motion to make a change order to the existing field project not to exceed 10% of original project for drainage around the playground, basketball court, northside of sidewalk/trail and grade work from main line to the sprinkler line at the Bermuda field. Jonathon Kincaid seconded the motion.

Aye: All Nay: none Motion carries

Jonathan Goldsberry updated the group on the Bermuda field and let us know that Albert bought Spreader today from Tenbarge (approx. \$360) and that a Boom Sprayer is being ordered by Kelly this week (approx. \$675).

Updates on the Community Center: Johnathan Goldsberry returned some of the items to Menards this week. He purchased a vacuum cleaner for SCCC with some of the credit. Menards returns: JG \$1863.14 credit, purchased vacuum for \$222.59. Remaining \$1640.55 to purchase items at Menards still need to return 3 stoves, 3 hoods.

Leasing gym equipment: \$37000 is the lease, if we went with the 4 year payment plan, it would be roughly \$10000 a year. Jonathan Goldsberry talked about selling the existing equipment. Meghan is going to look into selling the existing equipment to apply toward the lease. Craig Buse and Eileen Farmer stated that the leasing agreement may need to wait until 2021, until we get the flooring and kitchen taken care of at the Community Center.

Meghan is going to call about repairing cable machine. She stated that he will charge \$100 for a service call, plus cost of repair.

Ruxer is going to get us specs for flooring. They recommended Mainington Ridged vinyl flooring. Craig Buse is going to write up the specs for the flooring at the community center and get sent out to Kelly this week to prepare an RFP. Meghan suggested that we go with the epoxy flooring in the kitchen. We would need to tear up flooring and paint walls. Johnathon Kincaid is going to check into epoxy flooring for the kitchen.

Jonathan Goldsberry brought up the discussion about whether or not we would need a large commercial gas stove for the SCCC. Meghan stated that we just needed a regular gas stove. We walked into the kitchen to check the space. JG found a commercial gas stove for roughly \$2400. We are going to further check into purchasing this from Menards.

2020 Budget Discussion:

Meghan Orgas part time hours adjusted m-f, 6hours, 7-10am and m-th 4-7, f 3-6pm, 30 hours to staff. LeighAnn Wahl, \$11 an hour. Meghan Orgas \$15.00 an hour. Craig Buse stated to pay these rates at these hours, we would need \$22000 in our budget to pay them.

Craig Buse, stated we will ask for \$18000 on this line item in the budget, stating that the need to support the director is important.

We discussed what the budget will need to do to accommodate for the part-time staff hours at SCCC over the winter months. Meghan said that she would be willing to work as much or as little as needed during the winter months.

Jonathan Goldsberry talked about the importance of support staff for the park director. Jonathan Goldsberry talked about the importance of weekend hours to bring in new members with sign-ups.

Jonathan Goldsberry talked about the percentages for an incentive package for a park director. The incentive piece will need to be looked into on the pay ordinance for the park director.

Craig Buse discussed the maintenance and salaries line item for the park and rec budget. Craig Buse, discussed the idea of doing a sign-on bonus for a park director position. Jonathon Kincaid is checking on the possibility of a sign on bonus or moving package for a park director.

#### Yellig Park:

Jonathan Goldsberry is going to check into having some stone delivered to the park this weekend. This weekend, August 8<sup>th</sup> and 9<sup>th</sup>, we will be holding a volunteer workday at Yellig Park.

#### Next steps for the park:

Craig Buse, stated that the playground equipment and baseball fields needs to be a priority. We need to budget in capital outlay for a playground and baseball fields for 2021

#### ADDITIONAL ITEMS:

Craig Buse made a motion to have our from September 7, 2020 to September 2, at 6:00pm at the community center. Jonathan Kincaid seconded.

Ayes: All Nays: none Motion carries

#### PUBLIC COMMENTS

None

#### SIGNING OF VOUCHERS

Craig Buse made a motion to pass the vouchers for the SCCC. Jonathan Goldsberry seconded.

Ayes: All Nays: None Motion carries

Craig Buse made motion to pass the vouchers for Park & Rec. Jonathon Kincaid seconded.  
Aye: All Nays: none Motion carries

NEXT REGULAR PARK & REC BOARD MEETING

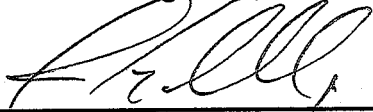
Next meeting September 2, at 6:00pm at the community center.

ADJOURNMENT

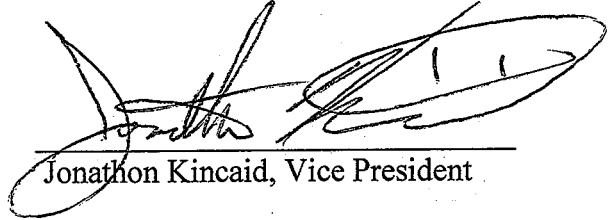
Eileen Farmer makes motion to adjourn this meeting at 10:17pm. Jonathon Kincaid seconded.

Aye: All Nay: none Motion carries

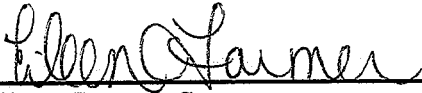
Approved on August 18, 2020



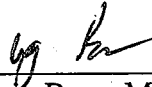
Jonathan Goldsberry, President



Jonathon Kincaid, Vice President



Eileen Farmer, Secretary



Craig Buse, Member