

**City of Norton**  
**PARK AND CEMETERY BOARD**  
**Wednesday, April 20, 2016**

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The Park and Cemetery Board of the City of Norton, Ohio, convened for a public meeting in Council Chambers at the Safety Administration Building. Chairman Stimac called the meeting to order at 5:15 p.m.

**I. ATTENDANCE:**

**PRESENT:** Ruth Stimac, Ada Waltz, Jesse Prather, Neva Gibson,  
Tracy Rainer

**EXCUSED:**

**ALSO PRESENT:** Valerie Carr, Administrative Officer  
Ron Messner, Finance Director  
Mary Byrd, Norton Library

**II. PUBLIC SPEAKING**

None

**III. NEW BUSINESS:**

Chairman Stimac moved the Agenda items in order to accommodate personnel at the meeting.

**Items B, C, Ord. #67-2015 and Ord. #71-2015**

Administrative Officer, Valerie Carr and Finance Director, Ron Messner reiterated that the Park Board was provided a packet of new rules and fees. Ms. Carr and Mr. Messner requested the Park Board review the potential changes and provide any feedback or concerns. The goal would be for the Park Board to pass a Resolution with final changes at the next scheduled Park Board meeting in May. Ms. Carr explained after the Park Board passes a resolution on the changes, they will then go to City Council and NCO 1064 and NCO 1066 would be revised accordingly upon City Council approval. Ms. Carr mentioned that Ord. #67-2015, Feeding Animals and Ord. #71-2015, would need to be agreed upon and then

would also be codified. The Ordinances forbid feeding of the water fowl in the parks and allows dogs back into the parks respectively.

Mr. Messner highlighted the potential changes to the rules and fees of the Community Center and Parks. Due to the large use by non-profits, the City will be requiring proof of 501c3 status and membership being at least 50% Norton residents. Also, a potential change is to have each non-profit using the facilities deposit a one-time fee such as \$100.00 for any issues of potential damage. This would be refundable or could be carried over year to year. Mr. Messner stated that non-profits would still be able to use the facilities free of charge with these conditions. However, as in the past, if a paying event would need the space, the non-profit may be asked to move or change dates. Ms. Stimac stated this has always been the case. Mr. Prather suggested that perhaps the non-profits pay 50% but are guaranteed not to be bumped. There was also discussion to place a policy in the length of time a reservation could be held and when a deposit needed to be made. The Park Board indicated 7 days may be appropriate. Ms. Stimac suggested the Board review the materials and relay concerns to Ms. Carr or Mr. Messner.

#### **Item A – Secretary Nomination**

Neva Gibson nominated Tracy Ranier to be the Parks and Cemetery Board Secretary. Jesse Prather seconded the nomination. Ms. Rainer was approved with a 5-0 vote.

#### **IV. OLD BUSINESS:**

Ms. Stimac returned to Old Business and suggested that Item D be discussed since Mary Byrd was visiting from the Norton Library.

#### **Item D – Little Library Program**

Ms. Byrd provided an update on the Little Library Program. The City and the Library are considering moving one of the Little Library Boxes from Williams Park to a neighborhood park to get better traffic. In addition, Ms. Byrd is pleased with the partnership with the City's Summer Park Program to bring some of the Library programs known as Nature Connect out into the field. Ms. Byrd and Ms. Rainer are conducting those efforts through the Summer Park Program returning to the City this year in June - July. This 6 week program will be offered to approximately to 40 school aged children this summer. Fliers and Applications will be distributed soon.

**Item A. – Adopt-a-Spot**

Ms. Carr gave an update to the program that many sponsors and caretakers are returning. This includes 3 new sponsors and 3 new caretakers. The first year program focused more on the infrastructure side such as prepping beds and signage. This second year we will increase flowers and begin to bring in some perennials. The planting start date is aimed for the first week of June.

**Item B. – Memorial Park Bricks**

Mr Prather reported the program is under review and a plan will be brought back to the Board.

**Item C. – Arbor Day-Green-Up Norton Day**

Ms. Carr reported that the planning of Arbor Day/Green-Up Norton Day has gone well. A Red Oak Tree will be planted in John Van Hyning’s memory at the Norton Police Department at noon on Saturday, April 23, 2016 in coordination with Green-Up Norton Day. Ms. Carr explained the logistics of the day starting at 8:00am. All Park Board members volunteered to assist. Ms. Carr displayed the volunteer give-away which is a green draw string bag this year. Ms. Carr asked for volunteers to stay after the Park Meeting to assist in stuffing bags in preparation for the Saturday activities. 101 volunteers have pre-registered thus far. Generally, another 50 volunteers will show up that day.

**V. CONSIDERATION OF MINUTES:**

Ms. Raines moved to approve the minutes as written. Ms. Waltz seconded the motion. **ROLL CALL: Ms. Waltz-Yes, Ms. Stimac-Yes, Mr. Prather-Yes, Ms. Rainer-Yes, Ms. Gibson-Abstain. Motion to Approve passed 4-0-1.**

**VI. ADJOURNMENT:**

With no further business before the Board, Ms. Stimac adjourned the meeting at 6:06pm.

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Park-Cemetery Board  
Chairman / Vice-Chairman

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Park-Cemetery Board  
Vice-Chairman / Member

\_\_\_\_\_  
Date

**\* ORIGINAL SIGNED DOCUMENTS ON FILE WITH THE CLERK OF COUNCIL \***