A GROWING COMMUNITY
NORTON

Mayor Mike Zita

Parks &Cemetery Board Memorandum

To: Karla R. Richards, Clerk of Council

From: Paula Fisher, Boards & Commissions Secretary

Date: 3/22/12

Re: Approved/Signed Parks & Cemetery Board Minutes January 11, 2011

Attached you will find a copy of the approved/signed minutes from the Park & Cemetery Board meeting held on Wednesday, January 11, 2011

Please note that the original document has been forwarded to, and will be on file with the Clerk of Council for the official record.

E-Mail: Mayor (per Admin. Asst.)
Administrative Officer
Finance Director
Law Director
Superintendent of Building & Zoning
Municipal Engineer
Council (7)
Parks & Recreation Board (5)

CC: Parks Crew Leader
PRB File/Posting

PARKS & CEMETERY BOARD
CITY OF NORTON
Wednesday, January 11, 2012

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

ATTENDANCE:

PRESENT: Scott Testa, Lisa Merrick, Kelly Holderbaum, John Conklin

ABSENT:

ALSO PRESENT:

Chairperson Testa stated that since it is public knowledge, he could state for the record that we lost Pam Dixon as a Board member. She was valuable especially with soccer information and she will be missed. Mr. Conklin questioned if she would be recognized by the Mayor or Ann and Ms. Fisher stated that she will be recognized through Council with a resolution of thanks. Chairperson Testa asked about a replacement and Ms. Fisher stated that the Mayor and Ms. Campbell are working on the situation.

I. **NEW BUSINESS:**

Chairperson Testa stated that they were going to be electing new officers and asked if there were any nominations for Chairperson. Chairperson Testa nominated John Conklin for Chairperson. No other nominations were made and Chairperson Testa asked for a roll call. The Board approved the nomination for John Conklin to be the Chairperson. Chairperson Testa then called for nominations for Vice-Chairperson and Kelly Holderbaum nominated Lisa Merrick for Vice-Chairperson. The Board approved the nomination for Lisa Merrick to be Vice-Chairperson. Chairperson Testa stated that the Board had requested John Conklin to remain appointed to the Planning Commission. Chairperson Testa adjourned the meeting at 5:20pm.

Chairperson Conklin convened the Parks & Cemetery Board meeting of January 11, 2012 at 5:22pm and asked for a roll-call. Roll call was taken.

Chairperson Conklin stated that we would talk about an Eagle Scout project. He stated that Mayor Zita had stated that he would like to see a handicap sidewalk from Columbia Woods Park through the apartments or part of the apartments over to Acme. Chairperson Conklin asked if anyone had any comments about it and Ms. Fisher stated that she was going to invite Mayor Zita to the Health Board meeting and she could invite him to the Parks & Cemetery meeting in February. Chairperson Conklin asked for Ms. Fisher to email Mayor Zita to come to the meeting to talk about the conversation that Mr. Conklin and Mayor Zita had at his swearing in ceremony to give the board a few minutes to let us know what he is looking for on the handicap walk. Chairperson Conklin asked is anyone else had anything else to say on the walk. Chairperson Conklin asked if there were any other Eagle Scout projects that are out there that need to be brought up this is the time. Ms. Merrick stated that we have a few projects around the Historical House. She stated that the back porch is very dangerous and that we need to have it fixed. Ms. Merrick stated that Matt Woodford is still working at putting the brick path down at the house. Chairperson Conklin stated that he had set the bench at the old house and that he would like to set the bench back. Ms. Merrick stated that they would like to have a new front sidewalk with the bricks. Chairperson Conklin stated that it sounds like there are a few projects that could be done. Ms. Fisher asked if it was handicap accessible and Ms. Merrick stated that is another thing that we need is to get railing put up in the front and they need to get their 501 in place to apply for grants. Ms. Merrick stated that the older members can not get to the second

floor and they would like to get one of those chairs that go up the steps that turns so it would make it easier for them to go up. Ms. Holderbaum asked it they make the chairs that go around the corner and Ms. Merrick stated yes. Chairperson Conklin stated that he has a friend that has show cases that he is going to be getting rid of and wanted to know if the Historical Society would be interested in them. Ms. Merrick stated that they are just to full right now. Chairperson Conklin stated that we would move on to old business.

II. **OLD BUSINESS:**

Chairperson Conklin asked Ms. Merrick to give an update on the cemeteries. Ms. Merrick stated that she is working on a project for the Norton Center Cemetery and one of the things is to get new trees to put in place to replace the old ones as they die. Ms. Merrick had met with Tom Dayton on December 7, 2011 at the cemetery and shared with him the information she had gotten from Alan Siewert from Division of Forestry and have him suggest the kind of trees to plant. Ms. Merrick had a quote from Tom Dayton and the one is for 7 white oaks and 3 sugar maple trees. She stated the quote came in at $4,000.00. Ms. Merrick stated that she asked him to adjust the quote to go slowly on the project. Chairperson Conklin asked if there was any chance of disturbing any of the vaults that are buried and Ms. Merrick stated that they do not go down that far. Mr. Testa asked about the widening of the road and Ms. Merrick stated that the trees would be far enough back. She stated that she would like to start with the white oaks first. Chairperson Conklin asked the Board if they want to proceed with the full package or do we want to break it into pursuing the white oaks first and then the following year to finish it. Ms. Merrick stated that she had asked him for another quote and it came back with 3 white oaks with a cost of $1,200.00 and that include soil amendment planting mulching and 1 year guarantee. Mr. Testa stated to Ms. Merrick that when you are doing this project, keep tracked of the hours and money for the Tree City application. Chairperson Conklin stated that since the amount is under $25,000.00 that it can go through the Board of Control and move along quite quickly. He stated that we need to get the numbers quickly and we can proceed with the information and possibly have Mr. Moss at the next meeting. Ms. Fisher stated that we found out that we are a Tree City again for this year. Chairperson Conklin stated that he would like to have the Mayor first on the agenda and then Mr. Moss to speak concerning the quotes for the trees. Chairperson Conklin asked if Ms. Merrick had anything else on the cemeteries and Ms. Merrick stated that she is planning a dedication on May 19, 2012 at the Western Star Cemetery for the bronze marker for Edward Spicer. She stated it will be a very small ceremony. Ms. Merrick stated that Ms. Holderbaum is working on a project with a person from Copley and they had received some dirt and there were 3 headstones mixed in. They are researching where they are supposed to be. They think they belong to the Portage Cemetery in Barberton. There was more discussion about the stones.

Chairperson Conklin stated that we still are on the agenda for the survey that had been done in 2006 and Mr. Testa stated that he thought that it would be a good idea to look over it to see if there were any projects that we would like to pursue. Mr. Testa stated that what he sees at the Metro Parks is there is a lot of usage for walking and biking trails but hearing about the Eagle Scout projects thought we might want to wait and see what is happening. The Board talked about the Metro Parks receiving money to purchase property in Norton on Medina Line Road.

Chairperson Conklin recognized Ms. Campbell and asked if she had a date set for Norton Clean up Day and Ms. Campbell stated she is trying to get the date with the Mayor and she stated that she is still trying to get more people to come and help with the clean up. Ms. Campbell stated that she is going to check with the youth sports teams to have a day that they don't have practice but they come and clean up.
Chairperson Conklin thanked Ms. Campbell for coming in.

Chairperson Conklin stated that he wanted to look at that originally the Parks Board was pursuing the property in front of Loyal Oak Park and Mr. Grubb bought the property and was wondering if he still owned it and if he still wants to hold on to it. Mr. Testa stated that we had heard at the meeting with Ms. Hlas that yes the city was trying to buy it and was waiting for a grant and Mr. Grubb bought it and tried to sell it to the city and he raised the price on the property. Chairperson Conklin stated that he wanted to know if he was still interested in holding onto it. Chairperson Conklin asked if there was any other business and hearing none went on to the consideration of the minutes.

CONSIDERATION OF MINUTES:

The Board reviewed the minutes of Wednesday, September 21, 2011. Chairperson Conklin called for a motion to approve the minutes. **Ms. Holderbaum moved to approve the minutes as submitted. Ms. Merrick seconded the motion. ROLL CALL: Ms. Holderbaum – Yes, Ms. Merrick – Yes, Mr. Testa – Yes, and Mr. Conklin - Yes. The motion passed 4-0 approving the minutes. Minutes were signed and processed accordingly.**

ADJOURNMENT:

Chairperson Conklin stated the next meeting would be Wednesday, February 15, 2012. With no further business coming before the Board, Chairperson Testa adjourned the meeting at 6:30p.m.

Parks and Cemetery Board Chairperson/or Vice-Chair

Parks & Cemetery Board Vice-Chair/or Member

Date: