



Mayor Mike Zita

Parks & Cemetery Board Memorandum

To: Karla R. Richards, Clerk of Council
From: Paula Fisher, Boards & Commissions Secretary
Date: 4/19/12
Re: Approved/Signed Parks & Cemetery Board Minutes March 21, 2012

Attached you will find a copy of the approved/signed minutes from the Park & Cemetery Board meeting held on Wednesday, March 21, 2012

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, March 21, 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 John Conklin called the meeting to order at 5:03p.m.

ATTENDANCE:

PRESENT: John Conklin, Lisa Merrick, Kelly Holderbaum, Neva Gibson

ABSENT: Scott Testa,

ALSO PRESENT:

I. NEW BUSINESS:

Chairperson Conklin went through the agenda items. Chairperson Conklin asked if any of the board members were interested in touring the parks and Ms. Fisher stated he may want to explain what that entails and he stated he would like to tour the parks and make a list of what the board likes and what they don't like and he stated that he talked to Mr. Vern Tenny about the tours and stated that he would like to go along if he is available. Ms. Merrick asked if they would be doing this on a weekend and Chairperson Conklin stated that as long as the weather is good we could do it on the meeting nights. He stated that is would probably take 1 time to cover Columbia Woods Park and then go to the rest of them the next month. The board agreed it would be a good idea and it would make them more aware of where they all are. Chairperson Conklin stated that the first tour will be at the next meeting, April 18, 2012 and they will be going to Columbia Woods Park if the weather cooperates and if not he will come up with an agenda. Chairperson Conklin asked when the meeting in May and Ms. Fisher stated it would be May 16, 2012 and he stated that would be the meeting when we meet for the rest of the parks. Chairperson Conklin asked if there were any other questions about the park tours and there were none.

Chairperson Conklin stated they would move on to talk about Columbia Woods Picnic Shelter and what was going on. Ms. Fisher stated that if there were any questions about the shelter then they would need to set up an appointment with Mr. Ryland to talk about the shelter. Chairperson Conklin stated that all he heard was that they were going to tear the pavilion down and rebuild it.

Chairperson Conklin stated that we have a date and time for Norton Clean up Day and it is going to be at Saturday, April 21, 2012 at 8:00am. Mr. Conklin stated that Arbor Day and Clean up Day was going to be on different days. Ms. Gibson stated that she hopes that they will be having it on different days because the Tree City people were stating that their idea of Arbor Day was not doing clean up day. They expect to have a separate time for Arbor Day. Chairperson Conklin explained to Ms. Gibson that he has been working with Ann Campbell on Clean up Day and has not questioned about Arbor Day. Ms. Merrick stated that at the meeting in January, she had a paper with a quote for trees to be planted in the cemetery and she wanted to see if they were able to get them and plant them for Arbor Day. Ms. Gibson stated that she knows if they don't plant them right they will not live. Ms. Gibson stated that she needs to know what kind of trees because they need to know what kind so she can make sure they are planted right. Ms. Merrick stated that she wanted to have trees put in now so when the old trees start dying they will be already established. Chairperson Conklin asked if we knew where we were going to plant them and Ms. Merrick stated yes and Mr. Dayton was with her to show where the trees should go. Chairperson Conklin stated that he thought that if Mr. Dayton and Vern Tenny knew about this that they would want to get these planted as soon as possible. Chairperson Conklin stated that they may want to go in and talk to Mr. Moss and Mr. Ryland about this situation. Chairperson Conklin stated that if the Administration balks at the costs of spending money for the trees then how we are expected to qualify for Tree City; obviously we are not upholding the requirements for Tree City. Chairperson Conklin asked if Ms. Merrick and Ms. Gibson

would set up a meeting with Mr. Moss and Mr. Ryland and let him know when so he could be here at the meeting. Ms. Gibson stated that lets try to set a meeting so that the Mayor could be here also so they could involve him.

II. OLD BUSINESS:

Chairperson Conklin asked if Ms. Merrick would continue with the Cemetery report. Ms. Merrick stated that she has set up for the bronze marker for Edward Spicer and she stated that the dedication has become larger than she wanted. Ms. Merrick stated that Ms. Ulichney is going to help with the flower beds and she wants to also see if the city will be able to get the mulch for the beds. Ms. Merrick stated that she has secured for the parking across from the cemetery. There was discussion concerning the brick signage at Loyal Oak that was completed by the masonry students and the high school. Chairperson Conklin stated that he wanted to have a scout take that sign on as an Eagle Scout project but it was not done.

Ms. Merrick stated that she had talked about headstones that were out in Copley for about 40 years and she and Ms. Holderbaum stated that they are pretty sure they came from the cemetery by Portage school. She stated she is going to get the stones and store them and they can go through the chain of command to get them placed. The property is part of the land for the school and found that there are plans to sell the property and she wrote to the school to find out what and who she should direct here letter. Ms. Merrick wanted to know that if the property is sold what they are the plans for the cemetery. Chairperson Conklin stated that is like the cemetery at Waltz Park, it is shambles. Ms. Holderbaum stated that someone had cleaned it up a little and put a fence up there. Ms. Merrick stated that she and Ms. Holderbaum received a packet from William Wetmore Chapter of Daughters of the War of 1812. They photographed all the graves of the veterans of War of 1812 and their goal is to get markers for all the veterans. There was more discussion concerning the markers.

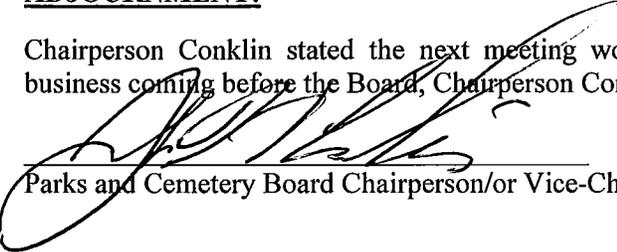
Ms. Gibson stated that she is going to the Tree City Academy and that she is learning what is involved in the Tree City information and that Alan Seiwert is our instructor. She stated that she is getting a lot of insight to the program to she can do the program correctly. Chairperson Conklin stated that since we have a cemetery update on the agenda that we will add a Tree City update to the agenda. Chairperson Conklin stated that if Vern Tenny joins us for the park tour, he would be able to let us know where we could plant the saplings that Ms. Gibson may be able to get.

CONSIDERATION OF MINUTES:

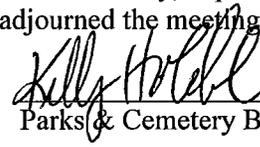
The Board reviewed the minutes of Wednesday, January 11, 2012. Chairperson Conklin called for a motion to approve the minutes. **Ms. Holderbaum moved to approve the minutes as submitted. Ms. Merrick seconded the motion. ROLL CALL: Ms. Holderbaum – Yes, Ms. Merrick – Yes, and Mr. Conklin - Yes. The motion passed 3-0 approving the minutes. Minutes were signed and processed accordingly.**

ADJOURNMENT:

Chairperson Conklin stated the next meeting would be Wednesday, April 18, 2012. With no further business coming before the Board, Chairperson Conklin adjourned the meeting at 5:45p.m.



Parks and Cemetery Board Chairperson/or Vice-Chair



Parks & Cemetery Board Vice-Chair/or Member

Date: _____