



# Parks & Cemetery Board Memorandum

Mayor Mike Zita

To: Karla R. Richards, Clerk of Council  
From: Paula Fisher, Boards & Commissions Secretary  
Date: 10/18/12  
Re: Approved/Signed Parks & Cemetery Board Minutes September 18, 2012

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Attached you will find a copy of the approved/signed minutes from the Park & Cemetery Board meeting held on Wednesday, September 18, 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, September 19, 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. Vice-Chairperson Lisa Merrick called the meeting to order at 5:10p.m.

## **ATTENDANCE:**

**PRESENT:** Lisa Merrick, Kelly Holderbaum, Neva Gibson, Scott Testa

**ABSENT:**

**ALSO PRESENT:**

**Due to the change of Chairperson Conklin going to the City Council, Vice-Chairperson Merrick is now the Chairman and there will be an election for the new Vice-Chairperson and appointment to the Planning Commission.**

## **NEW BUSINESS:**

Chairperson Merrick stated that she would like to extend the Boards deepest sympathy to the family, friends and Administration for the loss of John Moss. Mr. Moss was the former Finance Director and the newly appointed Community Development Director. Chairperson Merrick stated that she and John had sat down and talked about the widening of Cleve Mass. Rd concerning the gardens and how that will impact the parks. Chairperson Merrick asked if anyone else had anything else. Ms. Gibson stated that there was a very good service for Mr. Moss and was thankful for the after service dinner. Ms. Gibson stated that we have lost a great person from the city.

Chairperson Merrick stated that the board will wait for Mr. Conklin before they thank him for his service to the Parks & Cemetery Board.

Ms. Gibson wanted to know if there was any information concerning Tree City and Ms. Fisher stated she was going to have to talk to Mr. Weinsheimer about the information. Mr. Testa asked that doesn't the paperwork have to be in by November and Ms. Gibson stated that the date is October. There was more discussion concerning Tree City. The board discussed the topping of trees for the electric company. Mr. Testa stated that the electric company contracts a company to get the limbs off the lines and the company does not go out and shape them. Mr. Testa asked what does the board need to do to get the information on a timely matter for Tree City and Ms. Gibson stated that she had talked to Mayor Zita and he stated that she would get the information. Ms. Gibson stated that Mr. Moss would have taken advantage of any grant money that was available from Norton being a Tree City to help with the Parks and Cemeteries. She also stated that now that the city has a new Finance Director, she is certain that the person who replaced Mr. Moss will be more than willing to help in getting the Tree City information to her.

Chairperson Merrick stated we would be electing a new Vice-Chairperson and called for nominations for Vice-Chairperson. Mr. Testa nominated Ms. Gibson for Vice-Chairperson. The board approved Neva Gibson for Vice-Chairperson. Chairperson Merrick asked for nominations for the appointment for the Planning Commission and Ms. Gibson nominated Mr. Testa for the appointment to the Planning Commission. The board approved Mr. Testa for the Planning Commission.

## **OLD BUSINESS:**

Chairperson Merrick stated that the board will talk about the parks tours. Mr. Testa stated that the board could throw some data out to talk about and then they can make their recommendations. Ms. Holderbaum stated that the top of the list is Frashure and that the playground needs to be removed. Ms. Gibson stated

that the next thing at Frashure would be to fix the baseball field. The board talked more concerning Frashure Park's baseball field and the playground.

Chairperson Merrick stated that she will bring up the cemeteries since that's where her interest is. She stated that Western Star is taken care of and Norton Center is the next one I would like to handle when I have time. She stated that there have been some stones put back up. Ms. Gibson stated that she would still like to have the rules and regulations on a sign at Western Star Cemetery. Chairperson Merrick stated that it would be a metal sign hooked on the fence near the gate. Mr. Testa stated that another problem was the headstone problem of flat or upright. Chairperson Merrick stated that she talked to Mr. Kendall and told him that they were going to be discussing it. Ms. Fisher stated that she will have a recommendation form for the next meeting for the headstone. There was discussion about the recommendations and that the board will have them for the next meeting.

Ms. Gibson stated Helmick Park is another area park that needs to be looked at with the playground equipment. She stated that it might be a park that could be used for soccer more than playground. Chairperson Merrick stated she is going through the parks information to get dates for when the playground equipment was added and the memorial trees so we know when and where all of them are. Mr. Testa stated that Frashure is the worst for the playground.

Chairperson Merrick stated that the next park was Williams Park. Ms. Gibson stated that is the one priority that she would like to see the gazebo repaired since this is in the center of town. Chairperson Merrick stated that there was talk about taking off the top of the gazebo and leaving just the pad. There was more discussion of the Gazebo and park.

Chairperson Merrick went on to talk about Loyal Oak Park. Mr. Testa stated that the most he could talk about was the seeding of the soccer fields and he knows that the Soccer Organization does a lot for the fields. He also stated that we need to get another field for the girls' softball to go. Mr. Testa stated that the city needs to look into the field that Mr. Grubb owns and look to see if we could get the area.

Ms. Gibson stated that the only thing for Columbia Woods was to have the lock on the aerator for the pond. She also wanted to know about the seeding for the football field. Ms. Fisher stated that a group is already using it.

Chairperson Merrick stated the only other park is Williams Peace Park and since that will be torn up when the widening begins, then the ladies from the garden group can get in and take out the perennials out so they can have them for the area.

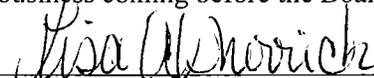
Chairperson Merrick stated that the board will be going over more of the parks information at the next meetings.

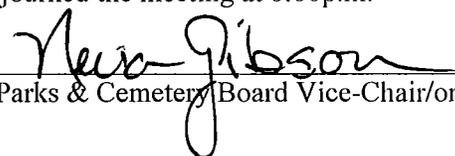
**CONSIDERATION OF MINUTES:**

The Board reviewed the minutes of Wednesday, August 22, 2012. Chairperson Merrick called for a motion to approve the minutes. **Ms. Gibson moved to approve the minutes as submitted. Ms. Holderbaum seconded the motion. ROLL CALL: Ms. Gibson – Yes, Ms. Holderbaum – Yes, Ms. Merrick - Yes, Mr. Testa – Abstained. The motion passed 3 - 0 approving the minutes. Minutes were signed and processed accordingly.**

**ADJOURNMENT:**

Chairperson Merrick stated the next meeting would be Wednesday, October 17, 2012. With no further business coming before the Board, Chairperson Merrick adjourned the meeting at 6:00p.m.

  
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Parks and Cemetery Board Chairperson/or Vice-Chair

  
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Parks & Cemetery Board Vice-Chair/or Member

10-17-12  
Date: