

**Chesterton Park Department  
Board of Directors Meeting Minutes  
VIA ZOOM  
January 5<sup>TH</sup>, 2021**

**Those in Attendance:** President Wendy Marciniak, Vice President Paul Shinn, Secretary Mark Dickinson, Member Bob Cohn, Superintendent Shane Griffin, Engineer Mark O'Dell, Liaison Jennifer Fisher, Town Attorney Connor Nolan, Administrator Hilary Thomas Peterson, Town Manager Dave Cincoski

Wendy Marciniak called the meeting to order at 6:01 p.m. and led the assemblage with the Pledge of Allegiance to the Flag.

Wendy Marciniak called for a roll call – Paul Shinn, Bob Cohn, Mark Dickinson, all present.

Connor Nolan swore in Bob Cohn as the newest member of the Park Board.

Wendy Marciniak called for a reorganization of the park board.

A motion to appoint Wendy Marciniak as President was made by Paul Shinn. Seconded by Mark Dickinson. Roll call vote – Paul Shinn, Mark Dickinson, Bob Cohn – all yes. Motion passed.

A motion to appoint Paul Shinn as Vice President was made by Wendy Marciniak. Seconded by Mark Dickinson. Roll call vote – Mark Dickinson, Bob Cohn – all yes. Motion passed.

A motion to appoint Mark Dickinson as secretary was made by Paul Shinn. Seconded by Wendy Marciniak. Roll call vote – Paul Shinn, Bob Cohn, Mark Dickinson – all yes. Motion passed.

Wendy Marciniak – President  
Paul Shinn – Vice President  
Mark Dickinson – Secretary  
Bob Cohn – Member

### **Approval of Minutes**

A motion to approve December minutes was made by Paul Shinn. Seconded by Bob Cohn. Roll call vote – Paul Shinn, Bob Cohn, Mark Dickinson – all yes. Motion passed. December minutes approved.

### **Superintendent/Engineer Report**

A lot of cleaning being done from the ice storm that came through. Christmas is in the process of being taken down from Thomas Park. More tree removal being done along the bike trail. Snow fence has been removed from the splash pad control box, hopefully fence will be up soon. More spindles being replaced at the Coffee Creek boardwalk. Graffiti being cleaned throughout parks. Replaced the eagle on top of the flag pole at Dogwood and put up new flags, also replacing security lights at the compound. Weights are being put onto the soccer nets in the fields. Plowing being done, annual report is being worked on. Thomas park bathroom patricians that were vandalized are being replaced in the next few weeks. Bob thanked Shane for keeping the bike trail cleared for runners and bikers.

Mark O'Dell has been working with legal on the RFP. Also updating the point system, for value purposes. Mark Dickinson inquired further, as per discussion. RFP discussed, 4-5 firms would be contacted. A committee to be formed for review, to consist of a few board members and town staff. Wendy asked if it has been advertised, it will need to be finalized first per Mark. Would like to have it done by February meeting.

### **Comments from the Board**

Mark Dickinson asked if the LEL property has been closed yet. Connor replied that he would look into where there were at with it, Mark O'Dell also replied that a manhole had to be capped off first, and it is currently in the legal process. Mark Dickinson also addressed future Executive meetings, would like to have one before the February meeting. Connor stated that he will send out a letter to the Board outlining what can be discussed in executive sessions. Posting notice will need to be done 48 hours in advance. As per discussion.

Mark also welcomed Bob Cohn to the Board, and Dave Cincoski for being appointed the new Town Manager.

Paul Shinn received the fee schedule and would like to discuss with Connor and Shane for possible revisions. Also asked if hours of operation for spring need to be changed, not at this time. Asked if any 80/20 grants are being looked into, Shane is currently researching. Confirmed with Shane that everything has been completed on the 5 year master plan. Also asked about future help for spring/summer, Shane responded that he will have the necessary help in a few months. Would like to make sure we still work with the Duneland Garden Club this year. Asked about future media postings for meetings and what Kevin can do to help. Kevin Nevers – Town of Chesterton media relations, responded that he will be posing meetings and other various information on the Town's facebook page, and will do so the Friday before each meeting. Hoping to expand to Twitter platform in the future as well. He stated to just let him know any information the Board would like him to post, and he will do so. He will continue to write up meetings as well and post on the social media accounts. As per discussion. Working on trying to figure on how to get information to residents who do not have social media accounts and rely on printed papers. Paul suggested that a weekly/monthly newsletter be made up that they can pick up at the Town Hall, Municipal building and/or Chamber of Commerce. As per discussion.

Bob Cohn thanked everyone for their support, looking forward to working with everyone and on future endeavors.

### **Approval of Claims**

A motion to approve January claims was made by Paul Shinn. Seconded by Mark Dickinson. Roll call vote – Paul Shinn, Mark Dickinson, Bob Cohn – all yes. Motion passed. January claims approved.

### **Adjournment**

A motion to adjourn was made by Paul Shinn. Seconded by Mark Dickinson. Roll Call vote – Paul Shinn, Mark Dickinson, Bob Cohn – all yes. Motion passed. Meeting adjourned at 6:36 p.m.

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President  
Wendy Marciniak

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Date