

**Chesterton Park Department
Board of Directors Meeting Minutes
December 1st, 2020
VIA ZOOM**

Those in Attendance: President Candy Tucker, Vice President Wendy Marciniak, Secretary Paul Shinn, Member Mark Dickinson, Superintendent Shane Griffin, Engineer Mark O'Dell, Liaison Jennifer Fisher, Town Attorney Connor Nolan, Town Manager Bernard Doyle, Administrator Hilary Thomas-Peterson

Candy Tucker called the meeting to order at 6:00 p.m. and led the assemblage with the Pledge of Allegiance to the Flag.

Approval of Minutes

A motion to approve November minutes was made by Paul Shinn. Seconded by Wendy Marciniak. Motion passed; November minutes approved.

Candy Tucker called for a roll call - Wendy Marciniak-present, Paul Shinn-present, Mark Dickinson-present.

Comments from the Public

Chuck Lehman – Master Plan update. Received approval from the Indiana DNR for the 5 year Master Plan. Eligible for land and water conservation funding. Drafted a resolution of adoption, which will require the Board signatures. As per discussion.

Paul asked about the grant money. Chuck replied that the Coastal grant is not required for plan. Conservation Fund plan is applicable only. As per discussion.

Chuck shared the resolution via screen share, as per discussion.

A motion to adopt the Chesterton Park 5 year Master Plan for 2021-2025 was made by Wendy Marciniak. Called for 'yes', Wendy Marciniak, Mark Dickinson, Paul Shinn. Motion passed. Resolution passed for Chesterton Park Master Plan.

Chuck also shared and read Section 504 compliance stating that the Park Board has read and reviewed the guidelines for the compliance. As per discussion. Will require signatures as well.

Mark asked if the Coffee Creek project has been included in the plan, Chuck replied yes, will be part of the 5 year action plan. Chuck thanked the Board and signed off.

Superintendent/Engineer Report

Shane stated that Thomas Park has been decorated for Christmas. Corkscrew and Brew went well. Waskom Park courts have had some touch up work done. Slippery caution signs have been put up on trails. Continued work is being done at Coffee Creek Park. House has been demolished on Dickinson road. Thomas Park bathroom has been closed for the season. Thanked Candy for her service to the Board.

Mark O'Dell addressed the email sent regarding the Coffee Creek Project. Scope of work will need to be addressed, list of improvements have been highlighted. As per discussion. Overlook design was discussed with Shane, a design can be submitted for it, permits will need to be obtained.

Paul asked about the timeline. Can get the RFP looked at in the next few weeks. Will the proposals to be approved by January. Mark addressed, could possibly move meeting to January 19th, award at February meeting. Mark Dickinson asked about costs, Mark O'Dell replied that cannot be determined yet. As per discussion. Wendy stated that she would like to take some more time to look at and review. Candy suggested to hold regular January 5th meeting, and hold a Special Meeting on January 19th. As per discussion.

A motion to hold a special meeting on January 19th, was proposed by Candy Tucker. Called for 'yes', Wendy Marciniak, Mark Dickinson, Paul Shinn. Motion passed.

Comments from the Board

Wendy expressed to Shane how great Thomas Park looks. Also thanked the Duneland Garden Club for their help in decorating. Thanked Candy for her service to the Park Board.

Mark Dickinson suggested that quarterly executive sessions for evaluations of employees be implemented, possibly before regular Park Board meetings. Connor addressed, as per discussion.

A motion to hold an executive session 45 minutes before January 5th meeting was made by Paul Shinn. Call for yes, Wendy Marciniak, Paul Shinn, Mark Dickinson. Motion passed.

Paul addressed goals and objectives for 2021. Employee reviews to be implemented. Paul has also addressed the Corkscrew and Brew fees and lists, Connor stated that it has been taken care of. Paul also asked Shane if 2021 budget has been approved, Shane stated yes, not much change from 2020 budget. Also thanked Candy for her service.

Candy thanked the Board for their help.

Mark Dickinson also thanked Candy as well, AUDIO WAS CUT OUT during session. Also thanked Bernie Doyle for his service to the Town. Paul, Candy and Wendy also thanked Bernie Doyle for his service to the Town.

Approval of Claims

A motion to approve December claims was made Paul Shinn. Call for yes, Wendy Marciniak, Paul Shinn, Mark Dickinson. Motion passed. December claims approved.

Adjournment

A motion to adjourn was Wendy Marciniak. Call for yes, Wendy Marciniak, Paul Shinn, Mark Dickinson. Motion passed. Meeting adjourned at 6:36 p.m.

President

Date