

December 20, 2010 Leo-Cedarville Park Board Meeting

In attendance: Cindy Kimm, Mark Hamilton, Marggie Faley

Minutes of December 15, 2010 meeting approved as printed.

Budget: Vouchers were reviewed and discussed reviewing the final years budget Board discussed items to be purchases for the parks. Motion was made by Marggie and seconded by Mark to purchase ADA picnic tables; grill; groundskeeper supplies and maintenance supplies not to exceed \$8500.00. Motion passed

Maintenance Report: Plowing on sidewalk along Grabill Road was discussed as there is damage to a pipe by a snow plow on this walk. Cindy will follow up with maintenance to see how far they plow.

Buildings and Grounds

Riverside Gardens: Revision of picnic layout area tabled until next meeting when engineer has drawings back to us.

Christmas lights to remain on through the end of December when lighting will return to photocell. Decorations will come down at that time.

Leo-Cedarville Park: New coffee pot is in and stored in shed. A thermostat cover has been damaged and removed. This was noted after a rental. Board discussed amending the Pavilion Rental Agreement to include that renters do not adjust heat/air conditioning or tamper with the thermostat. Motion made by Mark, seconded by Marggie: Pavilion renter shall not tamper or adjust temperature control mechanism or they will be charged for repair/ replacement if determined that the renter is at fault. Motion passed.

Policies & Resolutions

2011 Salary ordinance: Board reviewed recommended salary ordinance. Board forgoes second reading with unanimous approval of the ordinance. Groundskeeper job description and detailed task list discussion is ongoing. Standard Operating Procedures for groundskeeping/landscaping manual will be compiled. Job description will be complete for job posting in February 2011.

Committees

Board continues to work on Standard Operating Procedures for the parks. Board has made a list of the tools and equipment that are needed for the parks.

Next meeting January 3, 2011

Marggie Faley, Secretary