

NORTH MANCHESTER PARK AND RECREATION BOARD

January 31, 2024

MINUTES

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Mel Sautter (28), Rick Espeset (24), Bobbi Lautzenheiser (27) and Becky Kreps (26). Also present were Jennifer Hotchkiss (Director) and Linda Miller (Assistant Director).

CALL TO ORDER

Mel Sautter called the meeting to order at 6:04 p.m.

2024 ELECTION OF OFFICERS

Mel Sautter opened discussion for the 2024 Election of Officers by asking for nominations for the offices of President and Vice-President. Rick nominated Mel Sautter as President. Motion for approval (RE/BL) was passed by a voice vote of members present. Bobbi nominated Jack Vineyard as Vice-President. Motion for approval (BL/RE) was passed by a voice vote of members present.

OTHER REPRESENTATIVE APPOINTMENTS FOR 2024

Mel Sautter opened discussion for Park Board representative appointments to the MRA and Planning Commissions. Mel stated that he is currently the Planning Commission Representative and is willing to continue for another year. Mel had spoken to Jack and reported he is willing to serve as the MRA Representative for another year if re-elected as Vice-President. Motion for approval (RE/BL) to appoint Jack as MRA Representative and Mel as Planning Commission Representative was passed by a voice vote of members present.

VISITOR COMMENTS

There were none.

MINUTES

Minutes from the December 11, 2023 Regular Meeting were presented for approval. Motion for approval (BL/RE) was passed by a voice vote of members present.

MAINTENANCE REPORT

The Maintenance Report was reviewed. (Copy attached)

DIRECTOR REPORT

The Director's Report was reviewed. (Copy attached)

MRA REPORT

The MRA Report was reviewed. (Copy attached)

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The January Claims and Allowance Docket in the amount of \$108,837.25 was reviewed. Motion to approve the January Claims and Allowance Docket in the amount of \$108,837.25 (BL/RE) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The January Claims Summary, Utility Comparison Report, December Expense Reports and December Revenue Report were reviewed.

UNFINISHED BUSINESS

Dog Park

Jennifer informed the board that she finally received the lock that holds the door closed and it can be installed once the electricity is hooked up. She met with Duke and their estimate for installing new service was \$6,000 so she plans to talk to the MRA Board about the possibility of hooking into their service which would be much cheaper.

NEW BUSINESS

Outdoor Pickleball Courts

Jennifer reported that back in November they met with JPR Landscape Architects from Ft. Wayne about possible sites for pickleball courts. They looked at Ogan’s Landing first, but because it is in the flood way, it would have to be permitted, approved by the DNR which takes an estimated 3 months, and then approved by FEMA which could take several more months. It would also need to have breakaway fencing. The second site was Warvel Park, north of Scout Hall, in the flat area. The only issue Jennifer could see is when weddings are held in the park, the fencing would be in the way for pictures. JPR stated that landscaping can be used to hide the fencing so it wouldn’t interfere with pictures. Jennifer mentioned it would also help if the courts could be tucked into the corner a little bit more. Tim McLaughlin contacted Mel and said they plan to raise the entire cost for the project, and would like a decision for the site made as soon as possible to get things underway so they could have courts by the end of summer. After a lengthy discussion, motion to approve Warvel Park, specifically north of Scout Hall, as the future site for six pickleball courts with JPR coming up with the plans and cost to build and landscape (BL/MS) was passed by a voice vote of members present. If an additional four courts are needed in the future, the board can pursue putting an additional four courts at Ogan’s Landing.

New Dehumidification System for Pool Area

Jennifer discussed the letter she received from Primary Engineering and their recommendations for replacing the Desert Air system. She informed the board that the Town of North Manchester received ARPA (COVID) money and they are willing to give us enough money to replace the system. Jennifer received quotes from BTS and Havel, and both were around \$400,000. Due to the cost of the project, it has to go out to bid which is why we need specs written. When he looked at our unit, he commented that it’s the most basic unit they sell and that it also has the shortest life span. He listed a replacement of what we currently have (15 year life span) or to replace with an improved system (15-25 year life span) recommending the brands. After some discussion, the board recommended that Jennifer contact Primary Engineering and request a bid package for both units and the board can then make a decision based on those bids.

COMMENTS AND QUESTIONS

Mel asked the board if there were any questions or comments regarding the letter they received from Town Council and Adam Penrod regarding recent discussions held about future use of the Town Life Center and its grounds, without including the Park Board. It was suggested to gain clarity, that the Park Board write a letter to Town Council and Adam Penrod, serving as a supported motion, asking they declare the Town Life Center and its grounds, an official Town of North Manchester park, appropriately named Thomas Marshall Park. Mel will draft the letter.

ADJOURNMENT

Meeting was adjourned at 7:32 p.m.

APPROVED _____

Mel Sautter, President

Jack Vineyard, Vice-President

Becky Kreps, Member

Bobbi Lautzenheiser, Member

Rick Espeset, Member