

NORTH MANCHESTER PARK AND RECREATION BOARD

May 28, 2025

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) Vice-President Jack Vineyard (29), Becky Kreps (26) and Bobbi Lautzenheiser (27). Also present were Jennifer Hotchkiss (Director) and Linda Miller (Assistant Director).

CALL TO ORDER

President Mel Sautter called the meeting to order at 6:00 p.m.

AGENDA AMENDMENTS

There were none.

VISITOR COMMENTS

There were none.

MINUTES

Minutes from the April 30, 2025 Regular Meeting were presented for approval. Motion for approval (JV/BK) 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

Jack reported that the MRA Board is scrambling to get games played with the rain we've had. He also reported that they held a media day and picture day is coming up. They are working on getting the All-Star Teams set up early, so they can have time to practice together beforehand. They are also working on getting the Jr. High teams travel games scheduled.

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The May Claims and Allowance Docket in the amount of \$72,566.09 was reviewed. Motion to approve the May Claims and Allowance Docket in the amount of \$72,566.09 (BL/JV) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The May Claims Summary, Utility Comparison Report, April Expense Reports and April Revenue Reports were reviewed.

UNFINISHED BUSINESS

Dog Park

Jennifer reported that the mother who purchased a bench for her daughter's memorial has been placed in the small dog area. Xavier Harting reported that some of the rings have broken already and he is contacting the company where they were purchased. John Mugford has offered to try and weld them. Xavier will give a final presentation to the board.

Outdoor Pickleball Courts

Jennifer informed the board that Tim has reached and surpassed the goal for the Patronicity Grant. It looks like excavating will begin July 1st and the completion date is fall. Tim also was made aware that Wabash County Council has COVID funding left that he can apply for. Jennifer will be assisting him with the application.

American Legion Request for Halderman Park

Jennifer reported that they have raised \$5,000 toward their \$25,000 Patronicity Grant goal. They have until June 30th to meet that goal.

NEW BUSINESS

There was no new business to discuss.

COMMENTS AND QUESTIONS

There were none.

ADJOURNMENT

Meeting was adjourned at 6:35 p.m.

APPROVED _____

Mel Sautter, President

Jack Vineyard, Vice-President

Becky Kreps, Member

Bobbi Lautzenheiser, Member

Rick Espeset, Member

May Maintenance Report

Shop

- Planted and dropped off flowers for downtown
- Put out hanging baskets for downtown
- Greased trailer
- Put together aqua blocks for water fall reconstruction

Parks

- Street dept cutting trees at Warvel (pickle ball courts)
- Pulled weeds in playground Frantz Park
- Pulled weeds at Holderman Park
- Put flags out at Holderman Park for Memorial Day
- Moved bleachers to Holderman Park for Memorial Day service
- Picked up branches in parks after storm
- Dragged baseball field at TLC

Pool

- Changed light on pool deck
- Changed chlorinator solenoid valve
- Dilling replaced main contactor on Mr Steam
- Dilling replaced economizer motor on Fitness RTU

T.L.C

- Dilling is working on an AC quote
- Picked up new to us chairs for TLC

North Manchester Parks & Recreation Department May 2025

Aquatics:

- On May 20th, we had two different schools bring kids here for a field trip. One group was in the morning and the other group came in the afternoon.
- MAC will practice from 5:00pm-7:30pm on Monday-Wednesday-Friday in June.
- The first session of group swim lessons will be held on June 16th-27th (Monday-Friday). Beginner classes will be offered from 10:15-11am or 6-6:45pm and Intermediate/Advanced classes will be from 11-11:45am or 6:45-7:30pm. The second session of group swim lessons will be held July 14th-25th.
- MELC will be bringing about 20 kids on Mondays in June and July for a 30 minute swim lessons and 30 minutes of free time. An anonymous donor has once again generously paid for the kids to come each week!
- A group of 99 7th graders from Rochester came to swim on May 28th as a last minute trip because their trip to Kokomo Beach was cancelled due to weather. They were here from 11am-1pm.

Recreation:

- I held training/orientation for camp counselors and junior counselors on May 23rd. We went over the employee handbook, expectations, procedures, schedules, our abuse policy, and toured the facility to get the counselors ready for the first day of camp.
- Summer Day Camp started on May 27th and will continue until August 8th. Kids who have completed grades K-5th can come to the pool from 7:30am-5:30pm each day to play games, play at the park, visit the library and the Center for History and SWIM every day!
 - May 27th: 30 kids attended camp
 - May 28th: 29 kids attended camp

Misc.:

- Senior lunches ended at Scout Hall on May 16th, but the group will continue to meet on Wednesdays starting in June for a carry-in meal and social time.
- I met with Joni from AWS on May 6th to discuss funding that they have for inclusive playgrounds. I have a meeting scheduled with Cheryl from Daniel's Place on June 12th to find out what her vision is for Daniel's Place and Warvel Park.
- The new sign for Holderman Park arrived and will be installed before their dedication in August.

TLC:

- I am waiting on a quote from Dilling Group to install AC for the gym, Merritt Room and kitchen.