

# Morgan County Park and Recreation Board

180 S. Main Street, Suite 112

Martinsville, IN 46151

September 27, 2016 • 7:30 p.m.

Morgan County Administration Building • Martinsville, IN

## Attendance

- Morgan County Park Board (MCPB) members
  - Joe Tutterrow
  - Greg Howard
  - Tammy Payton
  - Eryn Fletcher
  - Joni James
  - Volitta Fritsche
  - Amy Runkel
- Visitors attending MCPB:
  - David Mow
  - Kenny Hale

## Welcome / Review Agenda / Review Last Month's Minutes / Attendance

- Meeting was called to order by MCPB President Joe Tutterrow at 7:30 p.m.
- The Morgan County Park Board minutes from August 23, 2016 were reviewed. Motion to accept the minutes as recorded was made by Greg Howard and seconded by Amy Runkel. The MCPB voted by voice to accept was unanimous.
- Agenda was reviewed; signature of Attendance Sheet was passed around for signage by attendees. **(Appendix A)**

## Board Member Status/Update

- Volitta Fritsche has been appointed to the park board. Volitta replaces Craig Fenneman who resigned after providing significant contributions to Morgan County. Volitta represents Jefferson township.

## Budget Update

- 2017 Budget Status
  - We are tentatively approved by the county for \$50,000 for contractual services and \$20,000 for equipment for 2017.
- 2016 Budget Status - Expenses **(Appendix B)** and current budget status **(Appendix C)** were reviewed from August/September.
  - Shared Position – there is a meeting with Carla Monical and Greg Marlett on a shared position with Soil and Water and Morgan County Parks and Recreation.
    - This person would help with oversight and a point of liaison.
    - Need to determine what to use the contractual services money for, such as:
      - Monitor Facebook
      - Maintain a database of responses
      - Monthly monitoring
      - Program development,
      - Contract administrator
      - Grant writer
      - Attend monthly Park Board meetings

- Discussion on what equipment could be purchased for the parks in the remaining 3 months:
  - Table Signs
  - Playground equipment
  - Picnic tables
  - Grills
  - Signage to show when gazebos have been reserved for an activity
  - Stations for pet waste
  - Banners for our Park
  - Boot cleaners for invasive plant – at least 3 for Burkhart for each parking lot; one at the trail head of the Greenway at Old Town Waverly
  - Mowing and maintenance equipment (tires are bald; engine has problems)
  - Chain saw
  - Mini-barn to store equipment
  - Transportation of equipment from park-to-park
  - Annual maintenance cost for equipment

### **Burkhart Creek Update**

- Portable Toilet Status – Izzy is aware of the damage to the toilets. They need to be cleaned more often than they currently are.
- NestWatch Volunteer Team – Joni James reported on the activity of this group. They have been tracking and monitoring the bird species, frequency and timing of nesting, and more. **(see Appendix D)**
- Playground Equipment Installation
  - Signage for Forrest Commodities, Inc. donation for ground cover and for donation by Pierce family is being developed.
  - Greg Howard updated the board on his research for thanking donors. He is working with TKO company on sign design.
- Repair of signs damaged is needed.
- Pierce family event will be held at Burkhart Creek. Motion was made by Joe Tutterrow and seconded by Greg Howard to grant the Pierce family permission for the use of the shelterhouse on October 15 from 1-5:00 p.m. The MCPB voted by voice to accept was unanimous.
- David Mow suggested that mowing and burning at Burkhart should be scheduled soon.
- Vandalism is occurring at Burkhart Creek Morgan County Park.

### **Old Town Waverly (OTW) Update**

- Reflection on Celebration
  - A motion was made by Joe Tutterrow to have 250 cards printed with the new logo including envelopes and stamps. The motion was seconded by Eryn Fletcher. The MCPB voted by voice to accept was unanimous.
- Old Town Waverly Park guidelines were discussed and suggestions for editing were reviewed. **(see Appendix E)**
- Landscape Committee
  - They need to determine a place in Old Town Waverly Park where Waverly Elementary can plant a tree.
- Kenny Hale updated the board on the bank building and blacksmith shop / learning center.
- Updates on Waverly
  - A motion was made by Greg Howard to have Izzy's contracted to set two port-o-pots at Old Town Waverly park and was seconded by Joni James. The MCPB voted by voice to accept was unanimous.
  - Joe will be contacting Izzy's to make sure that both OTW and Burkhart are on an appropriate cleaning schedule.
  - Kenny Hale submitted \$1,820 expense for the bands, tent rental, Anderson Orchard, and other services for the Grand Opening. Motion was made to reimburse Kenny Hale by Vollita Fritsche and seconded by Eryn Fletcher to reimburse Kenny Hale for the full amount. The MCPB voted by voice to accept was unanimous. **(see Appendix F)**

- A historical map of Morgan County circa 1860 was donated by Ralph Foley and is hanging in the Bank.
- Rental Policy
  - Joe Tutterrow researched neighboring park's rental policies.
  - A suggestion for the cost of the Gazebo rental at OTW could be \$100 for non-county residents and \$50 for county residents with \$100 deposit which would be reimbursed if no clean-up or repair is required.
  - A sign needs to be posted at the gazebo to notify the community when the gazebo has been reserved.

### **New Business**

- Educational Opportunities
  - IPRA Conference in Indianapolis
  - Saturday, November 5 at Noblesville a Trail workshop

### **Confirm Next Meeting Location**

- MCPB will be held at Waverly on October 25, 2016

### **Adjourn**

- Meeting was adjourned at 9:55 p.m.

# Morgan County Park and Recreation Board

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## Signature Sheet

September 27, 2016 • 7 p.m.

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### Park Board Members Signatures

Joe Tutterrow, President Joe Tutterrow

Greg Howard, Vice-President Greg Howard

Tammy Payton, Recorder Tammy Payton

Eryn Fletcher Eryn Fletcher

Joni James Joni James

Volitta Fritsche Volitta Fritsche

Amy Runkel Amy Runkel

### Visitors to MCPB Meeting

DAVID MOW

Kenny Hale

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General Fund - Park & Recreation (100)																			
Voucher Submitted	Activity	Status	Amount	Personal Services	Supplies	Gas	Maintenance Supplies	Postage	Travel	Printing	Utilities	Contractual Services	4361	4363	4395	4398	4400	4443.1	Totals
													Park Admin	Repair	Instruction/E	Dues	Equipment & Furniture	Computer Equipment	
	2016 Appropriation			\$9,997.00	\$5,685	\$2,000	\$0	\$2.00	\$200	\$2,000	\$0	\$5,760	\$5,000	\$0	\$300	\$650.00	\$0.00	\$0	\$34,792
	2015 Amended Budget (Encumbered Funds)																		\$1,680.00
	Payments Cleared Forward from 2015																		\$0
	Request to adjust funds																		\$0
	Adjusted Total Budget			\$9,997.00	\$5,685	\$2,000	\$0	\$2.00	\$200	\$1,680.00	\$3,000.00	\$5,760	\$5,000	\$0	\$300	\$650.00	\$0.00	\$0	\$34,792
1.14.14	Izy's	Processed	\$250.00																
2.01.17	Geography Educators' Network (Maps)	Processed	\$1,680.00																
1.18.17	IPRA	Processed	\$385.00																
2.5.15	Izy's	Processed	\$250.00																
3.11.17	Izy's	Processed	\$250.00																
3.11.17	Martinsville Chamber	Processed	\$100.00																
3.11.17	Martinsville Chamber	Processed	\$100.00																
4.15.16	Izy's	Processed	\$250.00																
5.15.16	WEX	Processed	\$137.85																
5.15.16	Izy's	Processed	\$250.00																
6.16.16	WEX	Processed	\$281.39																
6.16.16	WEX	Processed	\$250.00																
6.24.16	Izy's	Processed	\$250.00																
6.24.16	Steven Griffin	Processed	\$111.00																
7.14.16	Bull Dog Power Equip	Processed	\$150.78																
7.14.16	Martinsville Ace Hardware	Processed	\$47.14																
7.14.16	Martinsville Ace Hardware	Processed	\$47.14																
7.14.16	Greg Howard Reimbursement for Walmart purchase	Processed	\$68.52																
7.14.16	WEX	Processed	\$232.11																
7.14.16	Meg Cook Partial 1 (Logo)	Processed	\$600.00																
7.14.16	Izy's	Processed	\$250.00																
7.14.16	IPL	Processed	\$250.00																
7.29.16	IPL	Processed	\$20.33																
8.15.16	WEX	Processed	\$145.79																
8.15.16	Martinsville Rural King	Processed	\$20.93																
8.15.16	Meg Cook Partial 2 (\$600)	Processed	\$600.00																
8.15.16	Bender Lumber	Processed	\$165.04																
8.17.16	Izy's	Processed	\$1,163.64																
8.15.16	Greenwood Fastsigns	Processed	\$250.00																
8.15.16	Izy's	Submitted	\$176.07																
9.15.16	WEX	Submitted	\$250.00																
9.15.16	Izy's	Submitted	\$250.00																
		Total Spent		\$0.00	\$68.52	\$953.21	\$383.89	\$0.00	\$0.00	\$2,843.64	\$270.33	\$3,835.00	\$0.00	-\$111.00	\$0.00	-\$200.00	\$0.00	\$0.00	\$24,806.41
	Balance			\$9,997.00	\$4,116.48	\$1,046.79	\$1,116.11	\$200.00	\$200.00	\$836.36	-\$270.33	\$2,925.00	\$2,000.00	\$1,889.00	\$300.00	\$450.00	\$0.00	\$0.00	\$24,806.41
	Budgetary Total Through Variance			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

# NEW BUDGETARY STATUS

Morgan County

Fund 1000 GENERAL

Period Ending Date: August 31, 2016

Department 149 PARK & RECREATION

Account Number	Account Name	Previous Actual	Current Year Appropriated Budget	Current Year Total Amended Budget	Month-to-date Actual	Current Year-to-date Actual	Current Budget Balance	Percentage Spent/Received
Department 149 PARK & RECREATION Expenses								
149-4121.00	PART TIME CORRECTION OFFICER	5,433.69	9,997.00	9,997.00	776.88	4,282.80	5,714.20	42.84%
149-4211.00	SUPPLIES	47.97	5,685.00	4,185.00	68.52	68.52	4,116.48	1.64%
149-4221.00	GAS	227.18	2,000.00	2,000.00	232.11	631.35	1,368.65	31.57%
149-4233.00	REPAIR/MAINT SUPPLIES	415.42	0.00	1,500.00	197.42	197.42	1,302.58	13.16%
149-4322.00	POSTAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00%
149-4323.00	TRAVEL	0.00	200.00	200.00	0.00	0.00	200.00	0.00%
149-4331.00	PRINTING	447.62	2,000.00	3,680.00	0.00	1,680.00	2,000.00	45.65%
149-4351.00	UTILITIES	0.00	0.00	1,500.00	30.41	300.74	1,199.26	20.05%
149-4361.00	CONTRACTUAL SERVICES	4,823.21	8,760.00	5,260.00	850.00	2,350.00	2,910.00	44.58%
149-4362.00	CONTRACT/PARK ADMIN	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
149-4363.00	MAINT/REPAIR	0.00	0.00	2,000.00	0.00	111.00	1,889.00	5.55%
149-4395.00	INSTRUCTION / EDUCATION	0.00	300.00	300.00	0.00	0.00	300.00	0.00%
149-4398.00	DUES	585.00	650.00	650.00	0.00	585.00	65.00	90.00%
149-4400.00	EQUIP & FURNITURE	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
Expenses Total		16,981.09	34,792.00	36,472.00	2,155.34	10,206.83	26,265.17	27.99%
PARK & RECREATION Dept Total		16,981.09	34,792.00	36,472.00	2,155.34	10,206.83	26,265.17	27.99%

199480	21180	WRIGHT EXPRESS FSC	C	1000	149-4221.00	145.79
					Total for GAS	145.79
					Total for PARK & RECREATION	145.79
199451	1500	BENDER LUMBER COMPANY INC	C	1000	149-4233.00	56.88
199451	1500	BENDER LUMBER COMPANY INC	C	1000	149-4233.00	135.22
199451	1500	BENDER LUMBER COMPANY INC	C	1000	149-4233.00	13.79
199476	17276	MARTINSVILLE RURAL KING SUPPLY INC	C	1000	149-4233.00	-40.25
					Total for REPAIR/MAINT SUPPLIES	20.93
					Total for PARK & RECREATION	186.57
199472	12596	FASTSIGNS GREENWOOD	C	1000	149-4331.00	1,163.64
199458	4420	DG GRAPHICS LLC	C	1000	149-4331.00	536.64
					Total for PRINTING	1,700.28
					Total for PARK & RECREATION	1,700.28
199454	3564	MEG COOK CREATIVE	C	1000	149-4361.00	600.00
199457	3908	IZZYS RENTAL	C	1000	149-4361.00	250.00
					Total for CONTRACTUAL SERVICES	850.00
					Total for PARK & RECREATION	850.00

## NestWatch Volunteer Group Burkhart Creek Park

Task	2015	2016	2017	2018
Monitoring Hours	32	31		
Data Prep -Post Visit Hours	15	15		
Uploading Data to Cornell Lab of Ornithology NestWatch Hours	20	22		
<b>TOTAL HOURS</b>	<b>67</b>	<b>68</b>		
# Monitoring Days	18	15		
# Volunteers	7	7		

### NestWatch Volunteer Group

This group is composed of seven dedicated people who are a mix of Master Naturalists, Advanced Master Naturalists, and Master Gardeners. The majority of them are also members of The Naturalist Guild (an informal group of local naturalists).

These volunteers have been trained to the NestWatch citizen science project (sponsored by the Cornell Lab of Ornithology) protocols and methods.

{NestWatch is a nationwide monitoring program designed to track status and trends in the reproductive biology of birds, including when nesting occurs, number of eggs laid, how many eggs hatch, and how many hatchlings survive. Our database is intended to be used to study the current condition of breeding bird populations and how they may be changing over time as a result of climate change, habitat degradation and loss, expansion of urban areas, and the introduction of non-native plants and animals.}

The data that has been collected and hopefully will continue to be collected will create a rich database of information documenting

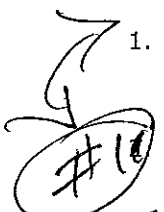
- What bird species use the park's nest boxes
- Frequency & timing of nesting, number of eggs in clutches, hatching & fledging successes, etc.
- Trends and populations of those species and their breeding biology

This data may prove useful for naturalists, birders, and local students conducting science fair projects, research projects, or papers.







Species which have used nest boxes at the park are Eastern Bluebirds, Tree Swallows, Carolina Chickadees, House Wrens, and Carolina Wrens. Data available upon request.



Here are the guidelines for Waverly Park.

- 
1. Do not injure or damage any structure, rock, tree, flower, bird or wild animal within the Park (See No. 2). Do NOT gather limbs, brush or trees (either dead or alive) for firewood! It MUST be allowed to remain to rebuild the natural habitat.

Please leave the park as beautiful as you found it. Plants, animals and other property need to remain in the park for all to enjoy.

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- Any firearm, BB gun, paintball gun, air gun, CO2 gun, bow and arrow, or spear gun in possession in ~~Burkart~~ Creek County Park must be unloaded or un-nocked and stored in a case or locked within a vehicle except when participating in an activity authorized by written permit.
  4. All dogs must be on a leash and under control of their owner. Please pick up after your pets.
  5. There shall be no vending or advertising without permission from the Morgan County Parks and Recreation Board.
  6. Youth groups must be under adult supervision.
  - You may cook on the grills provided at the park, but please do not bring grills or start fires anywhere else. Also, fireworks are not permitted in the park.
  8. Pull off roads while observing wildlife. Feeding of wildlife is prohibited.
  9. Use of metal detectors is prohibited.
  - Help us protect the natural setting by keeping vehicles on designated roads and parking areas. Four-wheelers, ATV's, off-road vehicles and golf carts may not be used in the park.
  11. No horses are allowed on the grounds of the park.
  12. Bicycles are OK on the ~~asphalt~~ *marked trails* only.
  13. If you carry something into the park, please carry it out when you leave.
  14. Alcoholic beverages may not be brought into the park.

Old Town Waverly Grand Opening

Anderson Orchard-----	\$250.00
Gather Around BBQ-----	\$126.00
Tents for Waverly-----	\$300.00
Super Sports-----	\$ 94.00
Reva Brummett Band-----	\$200.00
Dave Miller Band-----	\$300.00
Southside Jazzers-----	\$300.00
Good Old Country Boy's Band-----	\$250.00
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	\$1820.00

Dave & Karen Band \$60.00

13 Man Choirs????

Old Town Waverly Grand Opening

D/P-----\$3,000.00

R/H-----\$500.00

C/F-----\$1,500.00

ME-----\$1,000.00

GRANT-----\$1,000.00

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\$7,000.00

A/B??/?-----\$100.00