

VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes of the February 10, 2020 Meeting

MINUTES

ATTENDEES

- Kathleen Esposito
- Kathleen Hale
- Bonnie Borman
- Lloyd Nagle, Service Director

Called to order at: 9:58 A.M.

Approval of previous minutes: The Committee approved the minutes of the January meeting.

Service Directors Report:

- The Village Hall sign has been refurbished and replaced.
- Lloyd will prepare a template of the Chagrin Valley Trails mail box. This will help residents to replace damaged or rotting boxes.
- The service department will power wash the Pavilion in the spring and repair one of the fire pit benches that is damaged. They will also check the sign for dog waste bags and make sure that enough bags are available.
- The Committee discussed the need for additional storage at the Service garage. This matter will be presented to the Finance Committee for consideration in the Five Year Capital Plan.

NEW BUSINESS:

- The 2020 Park Agenda was discussed. All events are weather permitting. A copy of the agenda is attached to the minutes.
- Additional Village Hall improvements were discussed. The most current needs are being handled by the Safety and Streets; the server replacement issue and an inventory control program.
- Bonnie will write information about the Village twig and branch program for the Newsletter.
- Kathleen H. will provide information about Daffodil Hill and the hope that it will become a habitat for pollinators. The information will be submitted for the Village Newsletter.

OLD BUSINESS:

- Possible Eagle Scout Projects will be presented at the March meeting.
- The NOPEC grant of \$500 will allow for one concert in the Park this summer.
- Lloyd will be installing a donated mailbox to contain wild life identification guides in the Park. It will be placed next to the new viewing platform.
- The entry has a new heater. We will need to check the utility bill to learn the cost of running the unit.

The meeting was adjourned at 9:50a.m.

Next meeting will be March 9, 2020 at 10a.m.

VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes of the March 9, 2020

MINUTES

ATTENDEES

- Kathleen Esposito
- Kathleen Hale
- Terry Hemmelgarn
- Ken Kvacek
- Lloyd Nagle, Service Director
- Bonnie Borman

Called to order at: 10:15 A.M. by the Chairman

The minutes of the prior meeting were approved.

Service Directors Report:

- The Park Pavilion concrete will be power washed in the near future. The damaged fire pit bench has been repaired. The part time Service Employee has resigned. Councilman Kvacek asked about the need for summer help. Lloyd stated that it would be helpful. First a decision needs to be made about replacing the resigned employee.

New Business:

- The Daffodil Garden bed on the corner of Solon Road and Chagrin River Road has been designated a Certified Wildlife Habitat. The Village received a placket declaring its status. The placement of the sign will be determined in the spring when the bed is cleaned and additional plantings May be added.
- Eagle Scout Projects were discussed. It is still a bit early for the scouts to commit to specific projects.
- The Service Director presented the proposal from the Dave's Tree Company to fertilize the grass and Crab Apple trees. This project has been ongoing for a number of years and is provided for in our budget.
- Councilman Kvacek is going to contact the Chagrin Falls High School to discover the best teacher to have a student made message board built. We are hopeful that the students would be able to do such a project.

Old Business:

- The wildlife information mailbox and its post is ready to install. We believe that we have sufficient information guides at this time.
- Thank you to Bonnie for her suggestions about twig branch and leaf pick up. The Village Newsletter should go out soon.
- Additional storage is needed for the Service Department. Councilman Kvacek and Councilwoman Esposito will go to the site and assess the location and need.

VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes of the May 11, 2020
MINUTES

ATTENDEES

- Kathleen Esposito, Council, Committee Chair
- Terry Hemmelgarn, Council
- Kathleen Hale, Council, Committee Member
- Ken Kvacek, Council
- Alex Goetsch, Council
- Lloyd Nagle, Service Director

The meeting was called to order at 10:45 A.M.

There were no minutes from April. The Committee did not meet.

The Chairman asked about the designated committee to review the upcoming trash collection contract. It was decided that the Utilities Committee would proceed with the necessary steps to bid and award a new contract.

Service Directors Report:

The Park has been cleaned up as part of the spring mowing. The roadsides in the Village are in need of trash removal. Lloyd stated that the county usually has community clean up service several times a year. This may not happen this year due to the coronavirus. Councilman Kvacek suggested that the Village Facebook page ask residents to pick up trash and dead wood near their property. I will ask Jackie to make that suggestion on the Village Facebook page.

Lloyd has obtained the posts need to mount the Wildlife Habitat sign obtained by Councilwoman Hale. The sign will be placed on 'Daffodil Hill'.

Old Business:

The Village lease of property from the Metropark will be up at the end of 2021. The committee discussed renewal of the lease as soon as possible. We are planning to build a new salt bin. This will be a costly project. The committee believes that we should have a secure lease prior to the construction of the bin.

New Business:

The Metropark planning group has asked the Village for a letter of support toward their effort to obtain a Federal Grant. This grant money would be used to build an all-purpose trail. The trail would go thru the Bentleyville Park. The committee discussed the implications of such a trail for our Park. Concerns were expressed about the parking lot being used to the extent that our residents might find it difficult to park. It was expressed that our Park would become a public park maintained by Bentleyville

VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes June 8, 2020

In Attendance:

- Kathleen Esposito, Committee Chair
- Kathleen Hale, Councilwoman
- Alex Goetsch, Council member
- Ken Kvacek, Council and Committee member
- Lloyd Nagle, Service Director

Meeting called to order at 10:39 a.m.

Minutes of the previous meeting were presented and approved.

Service Directors Report:

Lloyd has tried to reach the company that replaced the Village Hall roof. He has not heard back but will try again to reach the owner. The leak may be caused by a gap in the flashing.

Work on the clean-up at the Service Garage is progressing.

Old Business:

The new Salt bin should be installed by the end of June. We await the cover to be made and delivered.

The Law Director will review our lease with the Metropark for the Service Garage.

The committee discussed the proposed all-purpose trail that the Metropark is proposed. The Metropark has applied for a Grant to build this trail. If the Grant is approved the trail will go through Bentleyville Park. Our Mayor has sent a letter of support for the Grant. The ramifications of an all-purpose trail to our Park were discussed. We need to consider the changes that would occur as a result of an all-purpose trail. The committee will further discuss our thoughts and options.

New Business:

Social distancing in the Park was discussed. A reminder sign will be posted as we open. We are hoping to keep most of our planned events with reminders of social distancing.

The cemetery needs clean up. Lloyd said that the Service Department will take care of the necessary work.

**VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes August 10, 2020**

Attendees:

- Kathleen Esposito, Committee Chair
- Kathleen Hale, Council member
- Ken Kvacek, Council and Committee member
- Alex Goetsch, Council member
- Lloyd Nagle, Service Director
- Bonnie Goldston, Resident member
- Chief Barone, Chief of Police

The meeting was called to order at 10:08 AM

Minutes of June meeting were presented and approved.

Service Directors Report:

- Lloyd had no new information to report.

Old Business:

- There was no new information about the extension of the Service Garage lease.
- The Village Engineer will be consulted about the lease. Information about this matter will be presented at the September meeting.
- The Park continues to be closed for events.
- The Police Department garage door frames need to be painted before winter to protect them from damage from snow and salt. The Chief will see to the matter. He then left the meeting.
- Councilman Kvacek raised the issue of the location of the Porta Potty. He suggested that it be moved. It appears to be blocking a parking space. Nicki has the information about contacting the company. I will ask her to request that it be moved.

New Business:

- The condition of the signs in the Village was discussed. They are in need of paint particularly the sign on Solon Road coming from Chagrin Falls. The Miles Road Bridge needs paint desperately. In the near future, the Solon Road Bridge will need paint as well. This will help to protect the bridges from salt erosion. The Service Department needs to address this soon.
- The committee discussed the lighting on the large evergreen in front of Village Hall for the Holidays. We need to coordinate with Chagrin to put new lights on the tree. The NOPEC grant monies will be used for this purpose.
- Booville will not occur this year. Trick or Treating will be up to individual families.
- Santa is available for caroling at the tree lighting
- The committee discussed suggestions for the Mayor to send a letter to residents promoting the renewal levies.

**VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes September 9, 2020
Zoom Meeting**

Attendees:

- Kathleen Esposito
- Kathleen Hale
- Service Director, Lloyd Nagle
- Alex Goetsch
- Ken Kvacek
- Bonnie Borman

The meeting was called to order at 9:59 A.M. The minutes of the August 10, 2020 were approved there being no corrections.

Service Directors Report:

Vinyl strips to replace aging frames on the Police Garage doors have been ordered and will be placed as soon as possible. The new mower has enhanced the mowing of the Park and Village Hall grounds.

Old Business:

After discussion, it was decided that the \$500 NOPEC Grant will be used for holiday lighting replacement and enhancement. We will notify and thank NOPEC.

Halloween was discussed. It was decided that nothing will be planned for the Park. Trick or Treating will occur in conjunction with the Chagrin Falls plan and parental choices. This will be discussed with the Chief and we will seek his approval. The Holiday Lighting and Visit with Santa will be an outdoor event this year. We plan to ask St. Martins if we could use their parking lot to have Santa and Mrs. Claus go from car to car and speak to each family. Small gifts will be given to each child.

The Bentleyville Garden Club will be cleaning the Village Hall flower beds on October 14th.

New Business:

Holiday decorations will be kept to a minimum this year. Garden Club will decide what to do and how to do it safely.

The memorial evergreen tree will be planted in the Park. A sight was chosen. The tree is in memory of Bonnie Bormann's husband. It will be planted in late September.

**VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes October 12, 2020**

Attendees:

- Kathleen Esposito
- Kathleen Hale
- Service Director, Lloyd Nagle
- Alex Goetsch
- Ken Kvacek
- Terry Hemmelgarn
- Officer Perkins (representing Chief Barone)
- Bonnie Borman

The meeting was called to order at 10:18 A.M.

Service Directors Report:

The crab apple trees to replace those taken down in a car accident have yet to be replaced. Lloyd will contact Lowe's to inquire about the delay.

Mulch for the daffodil bed is available and will be ready on Wednesday. Lloyd and Jonathan will spread it that day. Bentleyville Garden Club will pay for the mulch.

Old Business:

Halloween trick or treating will follow the same guide lines as surrounding communities. Officers will be on patrol to monitor speed and keep the children safe.

The Holiday Lighting Ceremony will be a simplified version of previous years. Saint Martin's parking lot is being considered for an outdoor Santa (masked and socially distanced) visit. Final decisions will be made soon. The community will be notified.

Village Hall will not be as decorated as in past years. Garden Club will put up our Christmas tree and decorate the front door. The bridges will be decorated with wreaths and bows.

New Business:

Coronavirus sanitizing will occur on the morning of November 2nd. The entire building will be treated. On November 4th, after the election, the administrative side of the building will be sanitized again.

The meeting was adjourned at 10:44A.M. The next meeting is scheduled for November 9, 2020.
Respectfully submitted by: Kathleen Esposito, Committee Chair.

**VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes November 9, 2020**

Attendees:

- Kathleen Esposito, Chair
- Ken Kvacek
- Kathleen Hale
- Lloyd Nagle, Service Director
- Bonnie Borman Goldston

The meeting was called to order at 10:15 A.M.

Service Directors Report:

The cupola roof has developed a leak. Lloyd has not been able to caulk the area. Due to leaf pick up and our small staff the caulking will not be done in the near future.

The holiday tree and bridge wreaths will be placed on the 18th of November. Hopefully the lights on the large evergreen will be placed this week, in preparation for the Tree Lighting Ceremony.

Old Business:

Coronavirus sanitizing was satisfactory completed before the election and again the day after the election.

The holiday Lighting Ceremony will go forward with certain protections in place. The ceremony will be in the Village Hall parking lot. Families will remain in their vehicles while Santa visits each car. Information signs will be placed strategically in the Village to inform the residents. Families will remain in or next to their vehicles for the lighting and caroling. Books and bagged cookies will be given to the children thanks to a generous donation from NOPEC. Masks will be required. This event will be advertised as a TAILGATING party to remind families to remain safely in their vehicles.

New Business:

The roofing company that replaced the Village Hall roof last year did not replace the portion of the cupola roof that is leaking. This was a decision made by Council. The company will be asked to give a quote for the repair or replacement of that surface.

The meeting was adjourned at 10:45 A.M.
Respectfully submitted by Kathleen Esposito

VILLAGE OF BENTLEYVILLE, OHIO
PARKS, FACILITIES AND BEAUTIFICATION COMMITTEE
Minutes December 7, 2020 Meeting

Attendees:

- Kathleen Esposito, Chair
- Ken Kvacek
- Kathleen Hale
- Alex Goetsch
- Lloyd Nagle, Service Director

The meeting was called to order at 9:36A.M.

Service Directors Report:

Lloyd was asked about the Wreath on the Solon Road Bridge. One was down on Friday afternoon. Lloyd reported that several were down and had been replaced. He will check the Solon Road Bridge again.

Due to a downed tree in the Park the power is out in the Pavilion. As soon as possible the Service Department will assess the damage to the electrical box to determine what repairs are needed.

Multiple bows were lost on the bridges due to a high wind. The Garden Club will replace as many as possible.

Old Business:

The Holiday Lighting and Tailgating with Santa went well. Approximately 19 cars and 29 children were in attendance. The remaining books will be donated to Women Safe in Geauga County.

The new message signs will be stored in the Police Garage until needed again.

New Business:

Repairs to the Cupola siding will be done as soon as estimates are available and approved by the Mayor.

The Garden Club will take down Holiday decorations on the 6th of January and stored in the basement of Village Hall.

The meeting was adjourned at 9:56 A.M.

Respectfully submitted by Kathleen Esposito