

Pendleton Park Board Special Meeting Minutes

April 30, 2020

I. Call Meeting to Order

Meeting called to order at 6:05 pm by Park Board President Bryan Williams. Additional Board Members attending in person were Laretta Gray, Joshua Ring and Steve Wills; those attending virtually were Jennifer Roberts, Brian Slick and Ana Blake. Also attending in person were Park Attorney Bill Davisson, Park Director Aaron Burris, Director of Maintenance Donnie Meyer, Executive Assistant Denise McKee with Golf Course Manager Scott Davis attending virtually.

Public in person attendees include Amber Kiger and Megan Emrich.

II. Roll Call and Determination of Quorum

Roll Call was taken by Bryan Williams and all Park Board Members were present; therefore, quorum was verified.

II. Approval of Minutes

Motion by Laretta Gray, second by Steve Wills, to approve minutes from February 26, 2020 meeting, all in favor, motion approved.

III. Opening of Park Facilities/Events

A. Bryan Williams, in moving to the next topic on the agenda, suggested the discussion of opening park facilities/events be under the lead of Aaron Burris and Donnie Meyer.

1. Alvin D. Brown Memorial Pool: Aaron Burris expressed that he and Donnie Meyer are mainly concerned with the opening of Brown Pool. As for the park, Aaron Burris advised that they will be following the recommendations from the Madison County Health Department and the Governor as to gathering size and space limitations, yet feel backed into a corner as to the decision of the pool. Aaron Burris expressed the need to determine if best to open the pool considering pool preparation needs, hire of lifeguards for the summer and putting money up front while not knowing what limitations will look like in the following months. Further, Aaron Burris commented that the park will need to consider the costs that are required to open the pool as well as additional manpower necessary this summer to provide the additional restrictions and sanitation needs. The following discussion took place:

a. Ana Blake asked when the last possible date to open the pool in time. Aaron Burris replied that the staff needs three (3) weeks to get ready, including obtaining one (1) satisfactory water test in order to allow swimmers to enter the water. Aaron Burris also stated that in order to open as originally scheduled on Memorial Day Weekend, staff will need to fill the pool in approximately ten (10) days to two (2) weeks from now. Ana Blake asked if tomorrow was when Governor Holcomb is to announce plans from here on out. Aaron Burris answered that he thought that the Governor was going to do so yesterday, but got pushed back and tomorrow is the new date. Donnie Meyer added that he had talked to the Madison County Health Department as well as Elwood and all are in the same boat, waiting to see what the Governor says. Donnie Meyer further commented that he is aware that Marion County has extended out locally the opening of their pools by two (2) weeks.

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b. Jennifer Roberts asked if anyone has talked to other places that have pools to see what they are doing. Ana Blake answered that she had heard that Anderson community pool is not opening this season. Donnie Meyer explained that the Mayor of Elwood is waiting for the Governor to make decision. Donnie Meyer also advised that he sits on the task force for Madison County, representing the fire and EMS, sitting on a four (4) member panel of Madison County. Donnie Meyer also commented that they did release the opening of the dog park, ordering a limit of five (5) people at a time and adherence of social distance rules. Donnie Meyer added that the park has also ordered signs to reflect these new guidelines.

c. Jennifer Roberts inquired if anyone knew what different options the park has to take in order to open the pool or if can open up per the Health Department. Donnie Meyer commented that he has been talking to Stephanie Grimes from the Madison County Health Department, representative of the task force. Donnie Meyer further stated that Stephanie Grimes has a list of the park facilities and the ones that we have questions about opening -- #1 being the pool, then the restrooms, Community Building/Red Barn/Rentals, YMCA and the Sports Complex. Bryan Williams commented that the Board will need to wait to see what is going to happen with the Governor tomorrow and expecting 'phase in program' and if the park must operate at 25% or 50% capacity for the first month, initial thought is that it is not worth opening the pool so long as schools start on time. Bryan Williams further stated that he does not think the Park Board can make a final decision tonight, but assumption is that the pool is not going to be opened. Laretta Gray commented that she thinks these feeling are probably right as if the park must phase in and considering what it will cost to open, the park won't get back in revenue; therefore, need to see what the Governor says. Bill Davisson stated that Bryan Williams and Laretta Gray are right and that the park cannot hire employees, cannot hold them out and expect them to wait with too many variables.

d. Laretta Gray commented that as much as she supports the pool, this is an usual situation and have to deal as is. Further commenting that if limited to 25% capacity, opening the pool is not logical. Donnie Meyer added that the park will have to do what Walmart and Meijer do by counting and X amount in, with one standing at the gate, and not letting any others to come in until someone leaves.

e. Bryan Williams asked the Park Board if they want to make the decision this evening or wait until tomorrow after hearing from the Governor. Laretta Gray answered that she would rather wait until tomorrow. Donnie Meyer added that if one drives by the pool, he/she can see that that he is already draining and cleaning the pool, along with repairs, whether the pool is opened or not. Donnie Meyer further stated that he will be doing extra repairs and repair the pit filters as needed. Donnie Meyer stated that he can do a lot of stuff without a lot of money~ just need a little manpower and little amount of funds. Donnie Meyer also added that someone has asked about the July 4th fireworks. He advised that the City of Anderson will not be doing anything for July 4th, but up to the Park Board to allow. Bryan Williams acknowledged that the Park Board meeting was likely held one day too soon. Steve Wills asked if it is the Park Board's deal regarding the July 4th Celebration or up to the organization hosting the event. Donnie Meyer replied that it is up to the Board if it will allow another organization to use the facility.

f. Brian Slick commented that he did not think that the Board needs to make a decision tonight, but will want to keep in mind the conversations around the pool in the last few months, particularly as to the difference year over year, with the biggest factor in breaking even or making money comes from sponsorships. Brian Slick further added that it

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will be tough to get sponsorships with all that is going on and there are multiple reasons why it would be tough to open, but will see what the Governor says tomorrow before making final decision. Jennifer Roberts expressed agreement that this thought was right and that the only way to break even was with free swims, which will likely be unable to hold, and sponsorships. Donnie Meyer commented that if the park opens the pool and the pool restrooms, there will be additional costs incurred like sanitation measures.

f. Bryan Williams stated that he is okay with scheduling a meeting next week sometime on this topic. All Park Board members agreed. Bryan Williams then stated that the park will see what the Governor says tomorrow and will pick a night next week to discuss this topic alone. Donnie Meyer advised that if he hears anything from Rachel Christenson or the Madison County Task Force, he will include Bryan Williams in on these email lists to broadcast as he sees fit.

2. Fall Creek Golf Club – Bryan Williams asked Scott Davis how things are going at the golf course. Scott Davis stated that there have been some challenges, but overall good first few days. Scott Davis also reported the following:

a. A lot of people are ready to play this weekend and got word from Madison County Health Department they can run carts starting tomorrow if Park Board approves – or anytime from tomorrow forward.

b. With what Aaron Burris, Donnie Meyer and everyone have done to help get ready, all is going fine. No one has anything to touch which is a good thing as to the sanitation, diluted chemical to spray off carts.

c. The only challenge is the number of carts as currently not allowed more than one (1) person per cart. The golf course still awaits the five (5) new carts from the plant in Michigan, but currently shut down and hope to reopen/ship May 16, 2020. Fall Creek Golf Club is one of the first on the list to receive carts; therefore, the 35 carts now available will soon turn into 40 carts.

d. Only concern is regarding individuals that have season cart passes; therefore, will need to let them make T –time 2-3 days early to know, as best as possible, how many private cart users versus the number available that can be rented to non-cart pass holders. Bryan Williams stated that he is fine with the use of carts as long as the golf course is complying with the Board of Health. Bryan Williams also stated that his only concern is that the authorities have approved and if so, he is fine with this allowance. Scott Davis replied that Mike (Madison County Health Department) knows that the park will do what they can to keep all safe.

e. Scott Davis raised another question stating that if the Board approves the use of golf carts, the other question is regarding use of restrooms and number allowed in the pro-shop. Scott Davis inquired as to the Park Boards thoughts. Bryan Williams commented that should the Board of Health be okay, then he is approves – if not, then he does not approve. Donnie Meyer asked Scott Davis if Mike said anything about the use of restrooms. Scott Davis replied that Mike did not specifically mention the restrooms other than that social distance rules apply while on the golf course and inside the clubhouse as well as to hold as much business outside, keeping numbers as low as possible inside. Scott Davis further stated that he assumed restrooms can be open, but can contact Mike and ask. Donnie Meyer said that he can send text to Stephanie Grimes to ask as well. Brian Slick asked for confirmation that his assumption is correct that there was a limit to one person per cart. Scott Davis replied that this understanding was correct, except for private golf carts such as husband and wife can ride

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together. Brian Slick added that whatever the Health Department orders does apply, but may want to keep as is and limit to as little inside the pro-shop as necessary. Scott Davis stated that he agreed and this approach would limit exposure for his staff. Scott Davis also added that he has set up online T-sheets to pay for T-time. Scott Davis further explained that when they bring in members for this online program, they will have their own log-in to set up a T-time without any charge.

f. Scott Davis stated that overall it is working. Davis stated that the first day they had 50 golfers and the second day they had 40 golfers. Davis also added that they are setting 15 minutes per T-time which is a good rule for now with the limit of golf cart use. In addition, Davis stated that they may want to apply the rule that only foursomes can play as smaller group of players would likely catch up with the other groups and have to wait. Davis suggested this in order to keep playing at the same pace. Further, Davis commented that if they send off every 15 minutes with foursomes, the golf course will maintain the same revenue potential for each day.

g. The additional discussions took place:

1. Ana Blake asked if there were masks available for staff working. Scott Davis replied that the staff members will be bringing in their own masks and they will also have some available. Ana Blake commented that it would be more important for those that come to the golf course to wear for the protection of the employees. Scott Davis asked clarification that if individuals did not wear masks, that this means they could not come to the golf course. Ana Blake replied that maybe this should be required in order to go into the pro-shop and/or use the restroom. Donnie Meyer stated that he received notification from Stephanie Grimes allowing restrooms to open and limiting restrooms to one person at a time (male/female) and is okay with that. Donnie Meyer also commented that he had also asked Stephanie Grimes about masks and do not feel that the park can force non-employees to wear. Further, Meyer stated that the park had several masks donated and he can get to Scott Davis in the morning. Yet, Meyer stated again that as for not allowing one to enter should he/she not be wearing a mask, likely cannot be enforced by the park.

2. Scott Davis asked if the clubhouse should be kept closed. Donnie Meyer stated that the restrooms can be open. Scott Davis clarifying that if no mask worn, should they not allow one to enter into the clubhouse. Donnie Meyer commented that should there be no exchange of money and limit purchase, he thinks it would be okay with one person at a time which staff should be able to control. Meyer further added that most booking is online and not many people are coming inside the pro-shop. Jennifer Roberts asked Scott Davis is he was okay with opening the golf club and restroom. Scott Davis replied that he is completely fine with it, but with the others working in there, he is a little leery to open for use of restroom. Bryan Williams advised to then not open it. Ana Blake added that Prairie View Golf Course restrooms are not open. Scott Davis added that Hudson is doing a good job keeping their restroom clean. Bryan Williams added that as long as complying with the Health Department, do not go above and beyond nor feel the need to rush, rather be safe than sorry. Donnie Meyer further commented that in spraying the facility with the sanitizer shows due diligence to comply. Scott Davis acknowledged agreement and understanding.

3. Brian Slick raised question if the golf course will have one person to clean the carts as they come in. Scott Davis replied that right now, staff is cleaning the carts as they come in. Brian Slick expressed thought that one person should be designated to clean the carts. Donnie

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Meyer stated that they can spray with what is on hand without requiring wiping down. Donnie Meyer also mentioned that the product dries fast and is 200 proof alcohol.

4. Bryan Williams asked if the golf course has posted anything reflecting that carts are available. Scott Davis replied that nothing has been posted as just received notification from the Madison County Health Department at 4:00 pm. Scott Davis also stated that Edgewood has posted about allowing carts, but the golfers at Falls Creek Golf Club are waiting for the announcement. Bryan Williams stated to Davis that as long as he is comfortable with staff cleaning and allowing carts, then he is okay with it. However, Williams stated that should they not be comfortable, do not allow just because everyone else is allowing. Scott Davis replied that with how things have gone, he thinks they can do this and be safe. Scott Davis further commented that the sanitation spray is done with a wand and will be minimal, if at all any, contact to disinfect. Donnie Meyer expressed agreement with this. Brian Slick expressed concern of how the spray is applied. Brian Slick stated that if spray only and wear gloves, he does not feel there are any issues, but if having to wipe down with glove, he is concerned for staff. Scott Davis explained that when the carts come in, the staff sprays the disinfectant and lets dry. Davis further stated that staff wear gloves and masks when they drive the cart to return to the barn as well as when they pull the carts out of the barn. Ana Blake commented that she is comfortable with staff wearing gloves and masks to drive the carts, but not comfortable with some of the ages of golf employees for individuals to not wear masks when they enter into the clubhouse. Blake further stated that she is not comfortable with the general public going around these staff members if they are allowed in the clubhouse. Scott Davis said that they can keep to the same rule with the clubhouse being closed. Ana Blake said that she is okay with older employees working in the clubhouse without letting others to come in and have the staff cleaning golf carts being a younger staff member. Jennifer Roberts stated she is okay with it so long as this younger staff member does not go around the staff inside the clubhouse.

5. Ana Blake asked when one is spraying golf carts, is he/she required to wear coverage or isolation gown. Scott Davis said that he will let Donnie Meyer answer this as the golf course currently does not have such things. Ana Blake commented that if staff is wiping down the golf carts and then goes somewhere else, then they have potential of backsplash on them when they go into another area. Donnie Meyer stated that the disinfectant came from Oakley Brothers and got 10 gallons and then another 30 gallons provided to the Ambulance Department. Donnie Meyer further stated that they have pump sprayer to spray and once dry, all is good with no issues experienced by the ambulance department. Donnie Meyer expressed that he is already 99% sure everyone will be fine especially as the virus does not like heat. Donnie Meyer said he will also provide large throw away gloves and masks to the golf course and will get what all is needed, but leaving the rest of the decisions up the Board. Joshua Ring asked if the Park Board should push the discussion of the golf carts to next meeting. Bryan Williams said that he was fine with that, but can leave up to Scott Davis as per his comfort level and Health Department guidance. Donnie Meyer added that this sanitation is the same stuff being used by grocery stores by spraying and letting dry as well as people are bringing their own. Joshua Ring commented that he is not worried about the alcohol level as 200% proof should kill the virus, but just worried about the safety of the two golf employees if having to clean the golf carts. Donnie Meyer suggested to Scott Davis to consider hiring a healthy high schooler. Scott Davis said that he will ask around.

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3. Farmer's Market – Jennifer Roberts asked if there has been discussion about the Farmer's Market. Bryan Williams stated that there are a couple of individuals present that are interested in talking about the Farmer's Market. Amber Kiger introduced herself and Megan Emrich. Amber Kiger stated that they attended the meeting for the purpose of the Farmer's Market. Kiger expressed that they were with the understanding that they were essential workers and just have to follow the guidelines. Kiger also stated that they feel that they can open by the 2nd weekend in May and are attending on behalf of the vendors and small business owners to see what they can do to open as originally scheduled, either May 9th or May 16th. Bryan Williams suggested to add this topic to next meeting and see what the Governor says tomorrow; therefore, talking about the pool, sports complex and the Farmer's Market at the next meeting. Amber Kiger expressed agreement and added that they would like to get the Farmer's Market opened. Steve Wills asked if they would want to open it May 9th or May 16th. Amber Kiger answered that she was not sure if May 9th or May 16th was when they usually opened it. Denise McKee commented that typically the market ran from the second Saturday in May to the second Saturday in October each year.

a. The following discussions took place: Amber Kiger stated that the vendors do not know where to turn as getting no communication with the leader as well as not sure why the start date got pushed back until June. Kiser also added that they are not sure what to do and happy to help. Bryan Williams asked if the Governor and Stephanie Grimes from the MCHD is okay with Farmer's Markets starting. Amber Kiger answered yes, so not sure why start date was pushed back. Joshua Ring asked who pushed it back. Kiger answered that the Market Master did and do not know where to go. Joshua Ring commented that the market will have to make these decisions, but the Park Board can discuss the location and set up.

b. Jennifer Roberts asked if there has been anything written up as to guidelines. Denise McKee replied that what was in the minutes from the February 2020 Park Board meeting was shared with Tonya Newell, but nothing in writing. Jennifer Roberts suggested that these guidelines that were agreed upon at the February meeting be given to Tonya Newell. Joshua Ring asked if these guidelines can just be posted on the park Facebook page. Jennifer Roberts commented that she thinks that any new guideline and/or exact location provisions should be typed up and given to the group. Jennifer Roberts added that the park could always provide these guidelines and location details on park Facebook for the customers. Laretta Gray suggested that the group review the Park Board minutes and read, but that the Board cannot control internal decisions. Bryan Williams also added that the Park Board can approve when the market is opened, but cannot decide who leads the group.

c. Amber Kiger asked if the Market Master waits to set up June 1st, can the individual vendors set up earlier. Laretta Gray stated that this is not the Board's call. Joshua Ring stated that the group may need to establish 501(c)3 status before setting up. Bryan Williams asked if the park had a contract in place. Bill Davisson replied no. Bryan Williams stated that his guess is that the vendors will have to start with a permit from the town should they wish to start sooner than the group. Amber Kiger then read a FaceBook post on Farmer's Market page from the Market Master, stating that these comments leave them not knowing what to do. Laretta Gray stated that they will need to deal with this problem of communication internally and the Park Board can only approve location. Gray further stated that the Park Board cannot tell them what to do and if the Governor opens up, fine, but Board can only discuss location.

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d. Bryan Williams suggested that should they wish to start their own market, they will need to take up with the Town. Jennifer Roberts added that she still feels that the Park Board should draw up the set-up guidelines and get to Tonya Newell and Julie Mitchell as well as Solutions4ebiz for the customers.

IV. Update on Playground

a. Bryan Williams asked Aaron Burriss for an update on the new playground. Aaron Burriss reported the following:

1. Donnie Meyer, Ana Blake, Jennifer Roberts and he was a part of a playground kick-off call with Context and went really well with great ideas.

2. In 2-3 weeks, they will be revisiting to see the layout and well as will show them potential areas of what can be done based on the ideas they shared with Context. At this time, Context will present initial designs based on the information provided in the first meeting.

b. Ana Blake commented that Context will give a couple of nice layouts and then go from there. Blake further stated that it is kind of hard to imagine what it will look like, but will know more in a couple of weeks. Jennifer Roberts added that the new playground will look like the new Lending Library Tree and will work around it. Roberts also commented that Context is familiar with Pendleton and will do a good job.

V. Approval of Register of Claims

a. The Register of Claims for February and March 2020. Motion by Laretta Gray to approval Register of Claims as presented and signed by the four (4) members physically present at the meeting; second motion Steve Wills, all in favor, approved by all. Members present did sign the February and March 2020 Register of Claims. Denise McKee will submit to the Town Clerk.

b. Bryan Williams asked if anyone had anything else that they wished to discuss. Donnie Meyer thanked the Park Board for the purchase of equipment as making a big difference. Jennifer Roberts asked about the top of the trail before the graveyard and if staff will be able to clean out that area. Donnie Meyer replied that it will eventually be cleaned, but will need bigger equipment and have a couple of personnel to help later with this. Donnie Meyer also commented that the trail is narrow with holes that they were able to get E & B Paving to fill, however, unable to clear out the Prairie Creek to the island right now. Donnie Meyer also commented that per DNR, tree roots cannot be removed, but some logs will be removed.

c. Ana Blake asked if Governor Holcomb is okay for the return of work, will Dependable Tree start cleaning out the trees and work the park into their schedule. Aaron Burriss stated that if a hazardous tree, Dependable Tree will come as soon as possible. Yet, Burriss explained that they cannot do cosmetic work now unless the order is lifted. Aaron Burriss also stated that should something come up, Dependable Tree is good about responding quickly and have been addressing these needs. Jennifer Roberts asked how high the park is on their list when it is not a cosmetic issue. Aaron Burriss commented that he does not know this answer, but the park is on an hourly rate for a very good price. Burriss also stated that Chris Byers is very good to the park and will get done as soon as possible. Donnie Meyer added that he will be taking care of the three trees by the old restrooms.

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d. Jennifer Roberts asked about the North 40 pond. Donnie Meyer stated that they are going to clean out and will start next week with local help. Meyer stated that they will also clear limbs/trees in Lover's Lane and plant new trees down Lover's Lane.

e. Ana Blake commented that the tulips look good.

f. Donnie Meyer stated that overall the park looks good despite the geese. Joshua Ring thanked park staff for isolating the geese to save nature.

g. Jennifer Roberts asked about the Dog Park and what the park can do to control parking on the grass. Donnie Meyer commented that it is on his to-do list and now operating on a 1.5 man crew right now. Meyer further stated that he has brought Jasper Cooter back to mow which will help. Meyer also plans to get signs posted soon at the Dog Park.

VI. Meeting Adjournment

Bryan Williams asked if there was a motion to adjourn the meeting. Motion made by Steve Wills, second by Joshua Ring, to adjourn the meeting, all in favor, motion approved and meeting was therefore adjourned by Bryan Williams at 7:07 pm.