

PARK BOARD

March 9, 2026

The March 9, 2026 Park Board meeting was called to order at 5:30 p.m. in Council Chambers by Kate Niederkoehr, Chairperson. Park Board members present were Jon Blackburn, Cathy Browne, Dean Leonard, Kate Niederkoehr, Erin Smith, and Bill Sturgeon.

Others present included: Kyle McColly, Mayor; Todd Karg, Parks Manager; Nickie Coppler, City Auditor; Mike MaGinn, Fire Chief; Brittany Rayl; Brian Webb; Ethan Korte; Danny Schwartz, Daily Chief Union; and Sarah Bennett, Clerk.

The summary of bills totaling \$91,255.78 was presented.

A motion was made by Mr. Blackburn, seconded by Mrs. Browne, for the approval and payment of bills totaling \$91,255.78. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

The minutes of the February 9, 2026 Park Board meeting, having been mailed to each Park Board member, were approved as received.

The minutes of the February 23, 2026 (5:30 p.m.) special Park Board meeting, having been mailed to each Park Board member, were approved as received.

The minutes of the February 23, 2026 (6:00 p.m.) special Park Board meeting, having been mailed to each Park Board member, were approved as received.

Ms. Brittany Rayl and Mr. Brian Webb addressed the Park Board requesting permission to utilize the Bandshell and Metal Shelter in Harrison Smith Park on Saturday, June 13, 2026 for a Pride Event. Ms. Rayl and Mr. Webb also requested to close the roadway in this area and indicated that barricades would be needed for this purpose. Park Board members voiced no objections and suggested Mr. Karg be contacted prior to the event about the barricades.

Mr. Tom Martin addressed the Park Board regarding the deteriorating condition of the walking path in Stepping Stones Park and requested resurfacing or at least seal coating be considered. Mr. Martin again suggested that a portion of the interior of the paths in Stepping Stones Park be allowed to grow naturally and/or wild flowers be planted in these areas. Mr. Karg will look at these issues and consider the options. Mr. Karg added that the parking lot in Stepping Stones Park needs to be resurfaced.

Discussion was held with Mrs. Nickie Coppler, City Auditor, regarding restarting a percentage of the Income Tax Allocation to the Parks Department again, as it was paused in September 2025. Mrs. Coppler suggested a 10% allocation to the Parks Department and she shared a projected annual allocation of \$635,469.67 based on an estimate of the net revenue from the City's income tax. Mrs. Coppler also provided a report of the annual park expenses from 2019 to 2025 and indicated that a 10% allocation would cover the expenses from any of those years. Mrs. Niederkoehr inquired as to if the Parks Department is going to take over mowing at the reservoir and maintenance of the disc golf course at the reservoir. Mr. Karg indicated that in his discussions with Mr. Aaron Schoenberger, Water Treatment Plant Supervisor, the Water Department will continue to mow the reservoir and the Parks Department will be maintaining the disc golf course.

A motion was made by Mr. Sturgeon, seconded by Mr. Blackburn, to recommend to City Council to restart a 10% allocation from the Income Tax Collections to the Parks Department effective April 1, 2026. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Quotes for improvements to the white shelter were discussed. It was noted that CSI Construction provided an estimate of \$6,003.00 and AJL's Construction & Maintenance, LLC provided a detailed estimate of \$6,632.00 for repairs and improvements to the white shelter. Mr. Karg suggested the quote from AJL's Construction & Maintenance, LLC be approved as it addresses the structural beam, repair of the corner framing, installation of gutters and downspouts, etc.

A motion was made by Mr. Blackburn, seconded by Mr. Sturgeon, to approve the quote of \$6,632.00 from AJL's Construction & Maintenance, LLC, 12438 TH 58, Upper Sandusky, Ohio 43351, for repairs and improvements to the white shelter in Harrison Smith Park. Upon Voice Vote, five (5) members voted Yes, Mr. Leonard abstained. The Chairperson declared the motion carried by a 5-0-1 vote.

Park Board members reviewed the following quote received for chlorine for the swimming pool for the 2026 season:

Bonded Chemicals	-	\$2.55 per gallon
2645 Charter Street		
Columbus, OH 43228		

It was noted that a request for a chlorine quote was sent to two (2) additional companies and there was no response from those companies.

A motion was made by Mr. Leonard, seconded by Mr. Sturgeon, to approve the quote for liquid chlorine for the swimming pool for the 2026 season from Bonded Chemicals, Columbus, Ohio for \$2.55 per gallon. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Discussion was held regarding pool admission prices for the 2026 season with the operation of the pool all season questionable due to the possibility of the filter system failing which could cause the pool to shut down for the season at any time. Mrs. Niederkohr will inquire with Mrs. Laura Stoneburner and Mrs. Janeen Heilman, co-pool managers, as to if they have any input. Mr. Ethan Korte inquired about the possibility of pool passes being sold at the swimming pool, and he noted that next year pool passes could be purchased online by patrons. Mayor McColly stated that the sale pool passes needs to be an accepted practice as determined by the City Auditor. Mrs. Niederkohr inquired about the possibility of a waiver that patrons would sign regarding their season pool passes if the pool closes early for the season and indicated that she will discuss this issue with Mr. Ben Buckland, Law Director.

A job posting for a full-time Park laborer was discussed. Mayor McColly indicated that he and Mrs. Stephanie Hessey, Human Resource Officer, have been working on the job description for this position and they don't see a need for an individual in this position to obtain a CDL, but it could be listed as being "preferred" that an individual possess a CDL. Mr. Karg indicated that there is no vehicle or equipment that Parks Department employees operate that requires a CDL. Park Board members agreed to support there being no need for a Park laborer to obtain a CDL.

A motion was made by Mrs. Browne, seconded by Mrs. Smith, to authorize the Human Resource Officer to advertise for a full-time Parks Department laborer. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

A notice from the Ohio Department of Natural Resources was reviewed. The notice indicates that since Bicentennial Park received grant funding from the Land and Water Conservation Fund (LWCF) a periodic post completion unscheduled site visit will be conducted at Bicentennial Park in 2026.

Mr. Karg presented an estimate from Bill Sowers Tree Service & Nursery, Sycamore, Ohio, for the removal of one (1) silver maple tree and maintenance of one (1) silver maple tree, both trees are located in Harrison Smith Park as follows: one (1) tree is located on the southwest corner of the white shelter and has a large hole in the trunk and a lot of hollow and decay in the crown, this tree and stump would be removed; one (1) tree is located along the south side of the walking bridge, this tree would be selectively thinned and the deadwood removed, the side towards the bridge would be trimmed back and blended in the sides and top. The total estimate of \$6,150.00 would include the total clean-up of brush, wood, and stump grindings. Park Board members voiced no objections to this work.

Mr. Karg reported on the following work being done in the Parks Department:

- Parks Department employees have been doing maintenance on all of the parks' playgrounds.

- Parks Department employees have been working on improvements to the disc golf course.
- Lion's Club tree markers have been placed.
- Parks Department employees are addressing a few street tree stump removals.
- Parks Department employees have been leaf mulching in all of the parks.
- Parks Department employees have remodeled the storage shed at the Rotary softball field in Harrison Smith Park.
- A new garage door will be installed at the storage shed at the Rotary softball field, and Mr. Justin Swartz indicated that the cost of this garage door will be covered.
- Mr. Karg spoke at the Rotary Club luncheon today. The Rotary Club will be meeting on Wednesday and discussions will include possible donations to the parks to address repairs at the bandshell and future roof repairs.

Mr. Karg presented the following list of items to sell that are no longer needed:

- Older Lincoln welder.
- 1995 John Deere 425 tractor without mower deck.
- Old spring drag harrow.
- Three (3) point blade.
- 210 gallon water tank.
- Benches:
 - o Blue metal benches – four (4) without backs and three (3) with backs.
 - o Wood benches – two (2) without backs and three (3) with backs.
- 2000 F150 pick-up truck – to be sold in the future after the Parks Department receives the 2015 Dodge 2500 pickup truck with snow plow attachment from the Street and Sanitation Department.

A motion was made by Mrs. Browne, seconded by Mr. Sturgeon, to approve the sale of the items presented from the Parks Department that are no longer needed. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Mr. Karg noted that Schalk Brothers Inc., Tiffin, Ohio have been contacted and informed that they were awarded the bridge repair project in Harrison Smith Park at the February 23, 2026 special Park Board meeting. Mr. Karg stated that this project has been added to Schalk Brothers Inc. calendar and they plan to begin work soon.

Mr. Karg indicated that he would like to set up a table and participate in an Ohio Department of Natural Resources (ODNR) event at the Indian Mill on Sunday, July 19, 2026. Park Board members voiced no objections.

Mr. Karg reported that he was contacted by Katie Thiel, representing the Upper Sandusky FFA, who indicated that as a youth project the FFA members would like to clean-up Stepping Stones Park in early to mid April 2026.

The resurfacing of the Splash Pad in Bicentennial Park was again discussed and it was noted that this project will need to be addressed in the future.

Mayor McColly requested Mr. Karg take pictures of the disc golf course that can be shared on the City's website.

It was noted that the Request for Qualifications for the Harrison Smith Park Swimming Pool Project for engineering services is being advertised locally and on Builders Exchange (formerly Dodge Reports) and information is due to be submitted to the City on Tuesday, March 17, 2026. Park Board members will be contacted following this date, and individually review and rate the information provided. The reviews and ratings will be compiled and presented at a future Park Board meeting.

There being no further business, the Chairperson declared the meeting adjourned.

Sarah J. Bennett, Clerk

Kate Niederkohr, Chairperson