

Please call Office at 325-8315 if you cannot attend! Thank you!!

AGENDA

LAPORTE COUNTY PARKS AND RECREATION BOARD

February 6, 2018

*At Red Mill County Park, Smith Hall
0185 S. Holmesville Rd, LaPorte, IN*

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA** pp. 1-2
- IV. APPROVAL OF MINUTES** pp. 3-5
- V. FINANCIAL REPORTS** pp. 6-12
- VI. SUPERINTENDENTS REPORTS**
 - A. Administrative Report** p. 13
 - B. Maintenance & Construction Report** pp. 14-15
 - C. Program Report** p. 16
 - D. Park Counts** p. 17
- VII. REPORTS OF STANDING COMMITTEES**
 - A. Executive Committee** **Brian – Ron**
 - B. Budget Committee** **Jim – Mary**
 - C. Personnel Committee** **Mary – Erin**
 - D. Property Committee** **Kate – Jim**
 - E. Planning Committee** **Jon – Kate**
 - F. Rules Committee** **Erin – Jon**
- VIII. OLD BUSINESS**
 - A. LARE Grant Update**
 - B. LWCF Grant Update**
 - C. Floating Trail Update**
- IX. NEW BUSINESS**
 - A. Park Board Awards**
 - B. INDOT Culvert Project at Creek Ridge**
- X. PUBLIC COMMENT**
- XI. BOARD & STAFF COMMENTS**
- XII. ADJOURNMENT**

Next Meeting: March 6, 2018– 5:00PM
Red Mill County Park
0185 S. Holmesville Rd., LaPorte, IN 46350

LaPorte County Park Board Members: Kate Ardissono – Amanda Nebelung – Brian Root
Mary Foell – Ron Knickrehm – Erin Lozano-Jim Holifield

LaPorte County Park Superintendent- Jeremy Sobecki - rangerjeremy@csinet.net

Liaison- Cary Kirkham of the LaPorte County Council

LaPorte County Parks Department Email addresses:

Administrative Offices – Char Kalk lparks@csinet.net

Luhr Park Nature Center – Niki Schmutte – natureniki@csinet.net, Laura Moyer rangerlaura@csinet.net

Maintenance Office — lparks@csinet.net

Maint. & Construction Supervisor - Bob Goethals - Boyd Lomow - Barbara Janeczko

**LaPorte County Park Board
December 5, 2017**

I. CALL TO ORDER

Brian Root called the meeting to order at 4:55 PM.

II. ROLL CALL

Present: Kate Ardissono, Jon Nebelung, Jim Holifield, Erin Lozano, Brian Root, Mary Foell, and Ron Knickrehm.

Staff Present: Jeremy Sobecki, Char Kalk

Public Present: Alco Videographer, Paul Ardissono

III. APPROVAL OF AGENDA

Kate Ardissono made a motion to approve the Agenda as submitted.

Brian Root seconded the motion. The motion passed 7-0.

IV. APPROVAL OF MINUTES

Kate Ardissono made a motion to approve the minutes from the October 3, 2017 meeting.

The motion was seconded by Erin Lozano. The motion passed 7-0.

V. FINANCIAL REPORTS

End of year purchase orders were completed on November 27, 2017. Almost all spent and transfers were made.

Kate Ardissono made a motion to approve the financial reports from October and November 2017.

The motion was seconded by Ron Knickrehm. The motion passed 7-0.

VI. SUPERINTENDENTS REPORTS

A. Administrative Report

Jeremy stated that he has been setting up the Land & Water Conservation Application.

Two new 4 Wheel drive trucks were approved by the Council to replace the two smaller Canyons.

LARE Grant is just about finished. Jeremy just got draft of final report. Waiting for snow to burn.

B. Maintenance & Construction Report

C. Program Report

D. Park Counts

VII. REPORTS OF STANDING COMMITTEES

- | | |
|-------------------------------|-----------------------|
| A. Executive Committee | Brian – Ron no report |
| B. Budget Committee | Jim – Mary no report |
| C. Personnel Committee | Mary – Erin no report |
| D. Property Committee | Kate – Jim no report |
| E. Planning Committee | Jon – Kate no report |
| F. Rules Committee | Erin – Jon no report |

VIII. OLD BUSINESS

A. Grant updates

Land and Water Conservation or LUHR Grant: environmental stuff being done to make sure no artifacts or wetlands are present. Jeremy is working with Pat Brown to provide studies to the DNR and hopefully will have approval by April. All is reimbursable.

Jeremy presented restroom information which could be an alternative to current types. It could use rainwater and reuse of sink water. He would like to use as educational Program.

B. Floating Trail update

All permits back. Should be last week of December or first of January for installation. They want to wait for the ground to freeze to prevent ground from being damaged. Brian asked if any safety equipment would be needed.

Jeremy stated that water is only a couple of inches and 4 foot rails would be installed.

C. Jeremy added the we received \$70,000.00 Grant from Healthcare Foundation for Land and Water Conservation Fund to build the trail.

IX. NEW BUSINESS

A. Election of Park Board Officers

Erin sent emails. No discussion. Erin suggested Ron Knickrehm as President and Brian Root as Vice President.

Motion made by Kate and seconded by Ron. Voted and passed 7-0.

X. PUBLIC COMMENT – None

XI. BOARD & STAFF COMMENTS

Jeremy welcomed Char Kalk as new Office Manager. Jean was hired back as part time fill in.

XII. ADJOURNMENT

Kate Ardissono made a motion to adjourn the meeting. Erin Lozano seconded the motion. The motion passed 7-0.

**Next Meeting February 6, 2018 – 5:00 PM
Red Mill County Park – Smith Hall
0185 S. Holmesville, Rd., LaPorte, IN**

LaPorte County Park Board Members: Kate Ardissono, Jon Nebelungs, Brian Root, Mary Foell, Ron Knickrehm, Erin Lozano, Jim Holifield

LaPorte County Parks Superintendent – Jeremy Sobecki – rangerjeremy@csninet.net

Liaison- Cary Kirkham of the LaPorte County Council

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Maintenance Office – lcparcs@scinet.net

Maint. & Construction Supervisor – Bob Goethals – Boyd Lomow – Barbara Janeczko

LAPORTE COUNTY PARKS LEDGER ACCT BALANCES - AS OF 1/23/2018

1000-10111-000-155	Park Superintendent	0.12		
1000-10117-000-155	Office Manager	0.00		
1000-10130-000-155	Seasonal Employees	951.06		
1000-10136-000-155	Parks & Recreation Board Members (7)	4,560.00		
1000-10152-000-155	Park Maintenance Employees	10,744.05		
1000-10195-000-155	Chief Naturalist	0.08		
			TOTAL	\$ 16,255.31
1000-20001-000-155	Office & Nature Center Supplies	0.00		
1000-20015-000-155	Uniforms	0.00		
1000-20020-000-155	Park Repair and Maintenance	0.00		
1000-20025-000-155	Gas & Oil & Vehicle Maintenance	6.61		
			TOTAL	\$ 6.61
1000-30002-000-155	Postage	0.00		
1000-30008-000-155	Equipment Rental	0.10		
1000-30009-000-155	Dues	0.00		
1000-30012-000-155	Repairs - Equipment	0.00		
1000-30018-000-155	Mileage	0.00		
1000-30027-000-155	Educational Inst. Training (Conf & Workshop)	0.00		
1000-30040-000-155	Electric	0.00		
1000-30093-000-155	Lease Agreements (Copier Contract)	0.00		
1000-30096-000-155	Program Promotion	0.00		
1000-30098-000-155	Pond Stocking & Weed Control	0.00		
1000-30100-000-155	Propane	0.00		
1000-30101-000-155	Waste Disposal	0.00		
1000-30102-000-155	Grounds Maintenance	0.00		
1000-30103-000-155	Trail Maintenance	0.00		
1000-30104-000-155	Safety & First Aid	0.00		
1000-30121-000-155	Building Repair & Maintenance	0.01		
1000-30155-000-155	Landscaping	0.00		
1000-32044-000-155	Engineering/Professional/Consultant Services	0.00		
			TOTAL	\$ 0.11
			TOTAL 200,300,400's	\$ 6.72
			TOTAL GENERAL BUDGET	\$ 16,262.03
2052-20200-000-0259	Non-Reverting Operating Fund Expenditure Acct	117,109.96		
2052-20510-000-0259	Non-Reverting Sales Tax Fund	2,219.33		
1179-20200-000-0560	Non-Reverting Capital Fund	13,742.23		
Special Found Account	Bluhm Endowment	33,204.26		
Special Found Account	Luhr Account	14,049.12		

Administrative Report
(November 23, 2017-January 22, 2018)

February 6, 2018 Board Meeting

- ✓ Met with contractors to get pricing for painting Smith Hall
- ✓ Working with contractors and consultants to get LWCF grant lined out for Luhr improvements
- ✓ Finalizing LARE grant for completion of project
- ✓ Finalizing 2017 expenditures and budget
- ✓ Attend LaPorte School Board meeting with Jim Jessup to present framed posters to every school in LaPorte County
- ✓ Help with plowing and shoveling snow!!!
- ✓ Research restroom and shelter options for Luhr project
- ✓ Set up training for Bob Goethals, Jeremy Sobecki and Char Kalk
- ✓ Completed final revisions and printing of Bluhm maps, all park maps complete and much more attractive!!
- ✓ Worked on getting awards for parks
- ✓ Conducted annual employee evaluations
- ✓ Help remove trees and small brush in front of EEC for better view of wetland
- ✓ Met with INDOT, Cardno and other agencies about potential mitigation projects in our parks
- ✓ Still working with contractor to coordinate floating bridge installation (if weather ever lets up it may be installed by meeting)!

Ground & Maintenance Report for December 2017 and January 2018

All Parks

Regular Maintenance of Park Facilities

Mowing and leaf pickup continued through second week of December

Snow removal of parking areas and paved trails

Bluhm

Removed invasive trees and brush hogged in the burn off areas

Clean up of down trees from wind

Luhr

Oil Change in Canyon trucks and Kubota UTV

Changed to winter tires on trucks

Layout of new trail for Grant

Removed downed trees

Creek Ridge

Tree removal by dog park for new planting

New trees planted by Woodroof near dog park

New deck and rail picked up for steel header walk

Program report December 2017 / January 2018

- Continued to do park PR and update park kiosks.
- Continued to update the parks facebook and web pages.
- Continued to maintain the nature center displays. Includes cleaning all tanks, feeding animals, updating display boards, and cleaning bird feeders.
- Worked on the Naturally Speaking Newsletter. Printed, folded, and mailed them.
- Printed school flyers and distributed them.
- Did several things to get ready for upcoming programs.
- Did three nature tiny tots programs at Luhr Park.
- Did two discovery days programs at Luhr Park.
- Did a snowflake brake program at Luhr.
- Planned winter programs.
- Cleaned and re-organized workroom.
- Organized several files.
- Held breakfast with the birds at Luhr Park.
- Did 78 Public programs in 2017 with 4033 participants.
- Did 52 School / Group programs in 2017 with 3292 participants.
- Worked on seasonal hours and posted the nature center attendants position.
- Worked on the annual report.
- Ordered plaques for the 2017 park awards.

LAPORTE COUNTY PARKS ATTENDANCE TOTALS - 2017

<u>MONTH</u>	<u>LUHR</u>		<u>CREEK RIDGE</u>		<u>BLUHM</u>		<u>RED MILL</u>		<u>TOTALS</u>	<u>LAST YEAR</u>
January										
Vehicles	1,107		3,577		1,092		1,480		7,256	7,107
Visitors	2,767		8,942		4,359		3,700		19,768	19,593
February										
Vehicles	1,081		3,476		829		1490		6,876	11,202
Visitors	2,702		8,690		3,058		3,725		18,175	30,036
March										
Vehicles	983		4,363		1,173		2194		8,713	10,841
Visitors	2,457		10,907		3,953		5,485		22,802	28,164
April										
Vehicles	914		8,466		1,447		1,320		12,147	9,721
Visitors	2,285		21,165		4,629		3,299		31,378	25,427
May										
Vehicles	3,370		6,652		3,791		3,108		16,921	14,338
Visitors	8,426		16,630		9,478		7,771		42,305	38,356
June										
Vehicles	2,905		11,384		2,356		3,686		20,331	12,911
Visitors	7,262		28,460		7,326		9,215		52,263	34,380
July *										
Vehicles	2,135		5376		1486		3214		12,211	7,219
Visitors	5,338		13,440		4867		8035		31,680	19,658
August										
Vehicles	2,277		4,926		1,609		2,570		11,382	13,383
Visitors	5,692		12,315		5,148		4,845		28,000	34,906
September										
Vehicles	5,212		6,428		2,732		4,925		19,297	13,561
Visitors	6,515		8,035		4,393		6,155		25,098	34,827
October										
Vehicles	4,609		3,912		2487		3,138		14,146	6,938
Visitors	5,763		4,890		3,676		3,923		18,252	18,315
November										
Vehicles	3,239		7,581		2,268		5,676		18,764	6,062
Visitors	4,050		9,475		3,577		7,096		24,198	16,313
December										
Vehicles	4,059		8,408		2,486		6,803		21,756	7,888
Visitors	5,072		10,570		3,585		7,877		27,104	20,961
YTD TOTALS										
Vehicles	31,891	0	74,549	0	23,756	0	39,604	0	169,800	121,171
Visitors	58,329	0	153,519	0	58,049	0	71,126	0	341,023	320,936
*Totals taken July 20th										
** Park Counters sent in for repair										



INDIANA DEPARTMENT OF TRANSPORTATION

LaPorte District
P.O. Box 429
LaPorte, IN 46352

PHONE: (855) 464-6368
FAX: (219) 325-7434

Eric Holcomb, Governor
Joe McGuinness, Commissioner

LaPorte County Parks
Red Mill County Park
Canada Lodge
185 S Holmesville Rd.
LaPorte, IN 46350

January 9, 2018

Re: Des. No. 1593247
Small Structure Pipe Lining
I-94, 2.66 mi E of US 421
LaPorte County, Indiana

To Whom It May Concern:

The Indiana Department of Transportation (INDOT) intends to proceed with the above referenced project. This letter is part of the environmental study for the project. As part of the study, we must evaluate impacts to all the properties located within proximity of the project footprint.

The purpose of the proposed project is to maintain drainage to ensure road stability and prevent structural failure and resulting road closures. The project should also extend the life of the structure. The need for the project is based on the structure's poor condition and advanced deterioration.

The proposed project requires the purchase of 0.052 acres of permanent right-of-way from LaPorte County Parks for the installation of the pipe liner and continued maintenance of the existing structure. The required additional right-of-way is in the area of the existing pipe outlet.

Since Creek Ridge County Park is owned by LaPorte County Parks and is open to the public for recreational purposes, it is considered a Section 4(f) resource, protected under the United States Department of Transportation Act of 1966.

The proposed project would cause a permanent use of land that is currently designated as property belonging to the park. However, INDOT does not anticipate that this project will adversely affect the activities, features, and attributes that qualify Creek Ridge County Park for protection under Section 4(f). As a result, we are seeking a *de minimus* impact determination for this project from the Federal Highway Administration as part of the environmental study for this project.



INDIANA DEPARTMENT OF TRANSPORTATION

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P.O. Box 429
LaPorte, IN 46352

PHONE: (855) 464-6368
FAX: (219) 325-7434

Eric Holcomb, Governor
Joe McGuinness, Commissioner

A *de minimus* impact is one that, after taking into account any measures to minimize harm (measures such as avoidance, minimization, mitigation, or enhancement) results in either:

- 1) A Section 106 finding of no adverse effect or no historic properties affected on a historic property; or
- 2) A determination that the project would not adversely affect the activities, features, or attributes qualifying a park, recreation area, or wildlife refuge for protection under Section 4(f).

This project meets category 2. As part of the *de minimus* process, we are notifying you that we are pursuing this determination. In addition, part of the public involvement for this project will include a public notice published by INDOT in the local newspaper(s) asking the public to provide comments regarding the proposed impacts to Creek Ridge County Park that may result from this project.

Once comments have been received, INDOT will provide LaPorte County Parks with the comments and ask that you consider them before providing written concurrence with the proposed *de minimis* finding. If you agree with that assessment after the public involvement period, INDOT will send documentation of your agreement to the Federal Highway Administration for their concurrence.

If you have any questions, please contact this office.

Sincerely,

Attachments: Aerial Maps
Topographic Map
Photographs
Stage 2 Plans

Jessica Spiess
Environmental Team Lead
LaPorte District, INDOT
jspiess@indot.in.gov
219-325-7439



BOARD OF COMMISSIONERS

LA PORTE COUNTY

555 Michigan Avenue, Suite 202

La Porte, In 46350-3400

Phone: (219) 326-6808 ext. 2229

Richard Mrozinski,
President

Michael Gonder,
Vice President

Dr. Vidya Kora,
Member

CERTIFICATE OF APPOINTMENT

January 3, 2018

TO: Jeremy Sobecki - Superintendent
La Porte County Parks Department
0185 S. Holmesville Road
La Porte, In 46350

FROM: La Porte County Commissioners
555 Michigan Avenue, Suite 202
La Porte, In 46350

In accordance with Indiana Code 36-10-3, we hereby certify that we have appointed the following elected person: Amanda Nebelung, to serve on the La Porte County Park and Recreation Board. It is our desire that you grant to this person all the rights and privileges belonging to a member of the Board.

Richard Mrozinski - President

Michael Gonder - Vice President

Dr. Vidya Kora - Member

BOARD MEMBER

2018 LAPORTE COUNTY PARK BOARD

01/09/2018

BOARD MEMBER	APPOINTED BY	TERM	TERM EXPIRATION	CHAIRMAN	COMMITTEE ASSISTANT
RONALD KNICKREHM (PRESIDENT) 1145 Swanson Drive LaPorte, IN 46350 Email - rknick@iglide.net Physical Therapist (C) 219-363-4108 (W) 325-4647 (FAX) 325-5435	Council	4 Years	January 2021	N/A	Executive
MARY FOELL 2857 W. State Rd. 2 LaPorte, IN 46350 Email - mfoell@purdue.edu County Extension Extension Educator ECD FAX: 326-7362 (W) 324-9407 (C) 712-371-2478	Permanent Appointment	N/A	N/A	Personnel	Budget
JIM HOLIFIELD 1253 E. Apple Orchard Lane LaPorte, IN 46350 Email - holi66@csinet.net Director of Finance New Prairie United Schools (H) 778-2123 (C) 219-448-1462 (W) 574-654-0206	Circuit Court Judge (D)	4 Years	January 2022	Budget	Property
ERIN LOZANO 5045 W. Chablis Dr. LaPorte, IN 46360 Email - numeromomaestra@yahoo.com 3 rd Grade Teacher Lake Hills Elementary School (H) 219-575-7155	Circuit Court Judge (R)	4 Years	January 2020	Rules	Personnel
BRIAN ROOT (VICE PRESIDENT) 8357 W 200 North Michigan City IN 46360 Email - broot310@hotmail.com Owner, Root Funeral Home (H) 879-8183 (W) 874-6209 FAX: 874-6200	Council (D)	4 Years	January 2019	Executive	N/A
KATE ARDISSONO 2714 Belle Plaine Long Beach, IN 46360 Email - kardissono@laportecounty.org (W) 326-6808 Ext. 7730 (H) 879-7249 (C) 363-7900	Michigan City Mayor (D)	4 years	January 2020	Property	Planning
AMANDA NEBELUNG 1001 5 TH St. LaPorte, IN 46350 Email: Tonibaxley06@yahoo.com Business Manager (C) 219-369-3484	Commissioners (R)	4 Years	January 2021	Planning	Rules
JEREMY SOBECKI/SUPERINTENDENT (SECRETARY) 0185 S. Holmesville Rd., LaPorte, IN 46350 (W)325-8315 (C) 219-851-5644 Email rangetjeremy@csinet.net FAX: 325-8317					
CARY KIRKHAM (COUNTY COUNCIL LIAISON) 1530 Michigan Ave LaPorte IN 46350 dusty1530@gmail.com	Council				