

Jennings County Parks and Recreation Board

Meeting Minutes

Date: June 16, 2026

Time: 5:30 PM

Location: Conference Room – Jennings County Government Center

Call to Order

The meeting was called to order at 5:33 PM by Kristin Wiley.

Roll Call

Present Board Members:

- Elizabeth Eaken (EE)
- Kristin Wiley (KW)
- Bill Ertel (BE)
- Johnathan Garrett (JG)

Present Staff:

- Seth Jones (SJ)

Absent:

- Emily Thompson (ET)
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Approval of Previous Minutes

A motion was made by JG to approve the minutes of the May 26, 2026, meeting. KW seconded the motion.

KW, BE, and EE were in favor and signed the approval form.

Old Business

Master Plan Update:

The community input phase has been completed. Taylor Siefker Williams Design Group will evaluate the collected data and survey park properties. Next steps will be determined based on those results.

New Business

Tree Removal Request:

SJ presented a letter requesting approval to use non-reverting funds for the removal of six large dead trees identified as hazards along the main park road. A quote of \$4,900 was provided by Otera, a contractor previously utilized by the park. The roadway will be closed for approximately two days during the work.

A motion to approve the request was made by BE and seconded by EE.

Vote: BE, EE, JG, and KW – yes. Motion carried.

Director's Report

Personnel:

- New campground hosts Donna and Ed Wallis have been hired. They will be unavailable June 22 through July 3.
 - Several park employees will be taking vacation time during the summer.
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Office and Administrative:

- Master Plan update (see Old Business).
- Proposed budget request information was presented. SJ will present the proposal, which is due on June 30. The proposed budget primarily reflects cost-of-living increases (3%), with additional adjustments requested for tire expenses and garage/motor vehicle-related accounts. No adjustments were requested for the splash pad or uniforms due to increased allocations in the 2026 budget.

- SJ accompanied insurance agent David Moore and County HR representative Nicci Lucas during liability inspections of MCP and ELP. No liability concerns were identified during the assessment.

- County Commissioners approved bond funds for the following:

- \$10,000 for ELP water treatments.
 - \$2,000 for gravel.
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Grounds – Muscatatuck Park

Walnut Grove School:

- Gutter replacement remains pending scheduling.

Liability and Signage Updates:

- New liability signs were installed on June 9, 2026.

Splash Pad:

- The splash pad failed two consecutive water quality tests for high levels of Heterotrophic Plate Count (HPC) and is currently closed until passing results are received.
- A new sample was collected the morning of the meeting. Results are expected within 48 hours.
- Signage has been posted notifying visitors of the closure.
- Treatment procedures have not changed compared to previous years. The probable contributing factors include increased usage and very hot weather. Corrective and preventive actions include modifying the treatment schedule and implementing increased backwashing and shocking to reduce the risk of recurrence.

Grounds – Eco Lake

Campground Bathhouses:

- Hot water issues persist.
- The replacement gas valve (\$400) has not yet arrived.

Culverts/Lake Inlets:

- Culvert replacement was completed June 8–10.
- Additional riprap work remains to be finished.
- Total project cost is \$6,250. An invoice for \$3,500 has been received and paid. The remaining invoice is pending.

Equipment

- A tractor tire was replaced at a cost of \$280 using funds from the Tires and Tubes account (20500).

Financial Report

- Line Item Report of the proposed 2027 budget was provided. See the Office and Administrative section for additional details.
- Non-Reverting Fund Total: \$242,474.50 (as of June 5, 2026).
- Net Change for June: \$10,474.43 (as of June 16, 2026).
- 2026 Outlook: projected income of \$68,000.00 and projected year-end balance of \$274,649.50.
- Year-over-year income and monthly transactions were reviewed.

Events

- Library WoW Bus – June 11, June 24, July 9, and July 22 (12:30 PM).
- DINO – July 10–12 (trail running/mountain biking).
- INDOT Company Picnic – September 23 (new event; approximately 300–400 attendees expected).
- Hoosier Beemers – September 24–27.
- JCMS Cross Country – August 20; September 10, 14, and 28.
- JCHS Cross Country – TBD.
- NICA – October 2–4.

Comments from Guests

No comments were recorded.

Board Discussion

- Discussion was held regarding potential changes to employee job titles. Staff are currently designated as Assistant 1, Assistant 2, etc. The Board discussed whether titles such as Assistant Maintenance Supervisor would more accurately reflect responsibilities.
- KW suggested consideration of a part-time office position to assist with campground reservations and administrative duties. Discussion included the possibility of establishing a full-time office manager role.
- Internet service is currently working. SJ obtained a quote from Metronet, and the park may transition providers later this summer.

Next Meeting

July 28, 2026

Adjournment

A motion to adjourn was made by EE and seconded by BE.
The meeting was adjourned at 5:53 PM.

Minutes Approval – June 16, 2026

Bill Ertel _____

Kristin Wiley _____

Emily Thompson *N/A* _____

Elizabeth Eaken _____

Johnathan Garrett _____