



## DC AND FRANCES LINN PARK COMMITTEE

Tuesday, March 10, 2026 at 5:30 PM

Landis Board Room

### MINUTES

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PLEASE SILENCE ALL CELL PHONES

#### 1. INTRODUCTION:

##### 1.1 Call Meeting to Order

Madam Chair Gray called the meeting to order at 5:30 PM.

##### 1.2 Determination of Quorum

**Members Present:** Madam Chair Gray, Member John Hall, Member Katie Sells, Member David Sells, Member Randall Peterman arrived at 5:34 PM.

**Staff Present:** Deputy Clerk/Planning Technician Angie Sands, Parks and Recreation Director Jessica St. Martin, Police Chief Matthew Geelen, Town Clerk/HR Director Madison Stegall

**Others Present:** Mr. Bergin

##### 1.3 Pledge of Allegiance

Madam Chair Gray led those in Attendance to the Pledge of Allegiance.

##### 1.4 Recognitions and Acknowledgements

##### 1.5 Adoption of Agenda

**A MOTION WAS MADE BY MEMBER JOHN HALL, SECONDED BY MEMBER DAVID SELLS TO ADD 3.2 DISCUSSION TO CONSIDER RECOMMENDATION FOR SOUTH ROWAN HIGH SCHOOL MASSONRY CLASS TO BUILD THE SIGN AT D.C. & FRANCES LINN PARK, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

#### 2. APPROVAL OF MINUTES FOR MEETING(S):

##### 2.1 Consider Approval of February 23, 2026, Meeting Minutes

**A MOTION WAS MADE BY MEMBER KATIE SELLS, SECONDED BY MEMBER JOHN HALL TO APPROVE THE MEETING MINUTES AS WRITTEN, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

#### 3. NEW BUSINESS:

##### 3.1 Consider Discussion of Infrastructure Updates

### **3.2 Consider Discussion Recommendation for South Rowan High School Masonry Class to build the signs at D.C. & Frances Linn Park**

Madam Chair Gray spoke with Mr. Yow who is over the Masonry class at South Rowan High School about building our Park signs that will say Linn Park on them. Those signs will be located on Central Avenue, and on the corner of Ryder and N. Chapel Street. We discussed the brick that we would be using from Taylor Clay that was donated. Mr. Yow is working on dates that the class could do this project. In addition to the bricks there are some other materials that will be needed. We had Mr. Yow include the labor that he would charge for this project. The reason for that is Mr. Yow can't charge if he is working for students. They do have a program that they compete in state and per child it costs \$300, and we would like to create that partnership because we have other brick projects that the students could be doing like the low brick wall that's going at the front of the park at Central Avenue as you are going in to the Veteran's Memorial, and the brick planters at the Veteran's Memorial as well. There is potential for the Masonry class to come work with us. The reason that this is prepared this way is for us to discuss how we feel about this and what recommendation we want to send to the Board of Aldermen with regards to the cost on this.

Member David Sells asked if the Brick Masonry class would be building the sign, then the labor would need to be taken off.

Madam Chair Gray stated that we asked him to put in the cost of what he would charge if he was doing the project without the students so that we could donate back to their program because they don't receive any funding through the county to help with the program. They have to raise money to fund the students to go compete. They honestly need practice for those competitions. This may be a great way for the town to show our appreciation and support for that program.

Member Katie Sells asked if he could change the word labor to something else so that it would not be confusing to the board.

Parks & Rec. Director St. Martin added that Mr. Yow put that number in to give us a discussion point, he did say that our donation could be any amount.

Member John Hall asked why the check would be written to Mr. Yow instead of the school. That is something that needs to be asked.

**A MOTION WAS MADE TO RECOMMEND THE INVOICE THAT THE COMMITTEE HAS RECEIVED FROM DARREN YOW WITH THE WORDING OF LABOR BE CHANGED TO DONATION OF \$3,239 AND VERIFY WHO THE CHECK NEEDS TO BE MADE TO, BY MEMBER KATIE SELLS, SECONDED BY MEMBER JOHN HALL, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

## **4. OLD BUSINESS:**

### **4.1 Consider Discussion of Updates from DC & Frances Linn Park Foundation**

Member Katie Sells stated that the update says that the tax documents have been handed over to the accountant, so that means that the taxes will be filed.

Madam Chair Gray stated that will put us in position to be able to ask for grants and funding for the park.

### **4.2 Consider Discussion of Updates from Ramsay, Burgin, Smith Architecture Inc**

Mr. Bergin stated that he didn't really have an update, he needs to get with Manager Ambrose. I clearly have him in the hot seat, and some of that has to do with what the firm is producing, and what parts are coming out of our office. I've got to work to try to get more in tune with what Mr. Ambrose is expecting. We've got some things in good shape, some not, we are struggling with moving those two buildings in

the inspection department. I sent Thomas Okelly another email asking about the permit. I'm working to try to get my civil engineer in good shape. I've got a schedule to do everything. If we can get everything done, and when you decide what phase you want to do, we can pull the drawing and give it to you. I'll get my team to start on that tomorrow.

Parks & Rec Director St. Martin asked Mr. Bergin if he had given Thomas the necessary items that he requested that were missing from the application.

Mr. Bergin stated that the items that Thomas asked for are plumbing drawings. Those buildings don't have plumbing. Our drawings show the floor plan with no plumbing. There is also no mechanical. He has also asked us to make the buildings handicap accessible, and I reminded him that this is a historical building that is used as a museum not occupied space for the public. I sent that out to Thomas, and I am waiting for him to reply.

Madam Chair Gray asked if some of the issues could be that we are using our departments doing the electrical and water lines. Will any of those electrical lines need to be done before the buildings need to be placed.

Mr. Bergin stated that is some of his problems as well. I need the restroom buildings drawn so that we know where the plumbing is at. I need that much design before I can tell my civil guy here is where you're coming through. I think that if my office can get everything drawn it will make your job easier.

#### **4.3 Consider Discussion of DCFL Park Merchandise Quotes**

Madam Chair Gray we just need to look at which pieces that we like and want to recommend to the Board of Aldermen.

Member John Hall stated that he likes T-shirts, but I would like a small logo. The stickers are one of your favorite things. The tote bags and the train whistle.

Madam Chair Gray stated that the only other things that she would like to have are the water bottles and postcards. The water bottle from vista print. The town is also selling merchandise, and we don't want to compete with them, and we don't want to have too much merchandise.

Member David Sells asked what the butterfly was.

Parks & Rec Director St. Martin explained that it was just to show the difference between soft and hard enamel because there is a difference in price. One has flatter and smoother surface, the other is more ridged and textured.

Member John Hall asked if that is an item that would sell.

Mrs. St. Martin asked if once they decided on the items did they committee want her to see if she could find a better quote for that style.

**A MOTION WAS MADE BY MEMBER JOHN HALL SECONDED BY MEMBER KATIE SELLS, TO RECOMMEND ORDERING PARK MERCHANDISE, INCLUDING VINYL STICKERS, T-SHIRTS WITH A SMALL LOGO PLACED IN THE UPPER LEFT CHEST AREA (POCKET PLACEMENT), VISTA PRINT-STYLE WATER BOTTLES, CUSTOM INK-STYLE TOTE BAGS, AND WOODEN TRAIN WHISTLES. THE COMMITTEE ALSO REQUESTS THAT PARKS AND RECREATION DIRECTOR ST. MARTIN EXPLORE POTENTIAL OPPORTUNITIES FOR IMPROVED PRICING AND MINIMUM ORDER QUANTITIES FOR THESE ITEMS AND PRESENT A RECOMMENDATION TO THE BOARD OF ALDERMEN. MOTION PASSED BY UNANIMOUS VOTE (4-0).**

**4.4 Consider Discussion of Updates from Utley Surveying**

Parks and Recreation Director St. Martin stated that Utley Surveying would start on March 16, 2026, through March 18, 2026, to combine those 10 parcels at the park.

**5. UPCOMING EVENTS:**

**5.1 Upcoming Events**

Member Katie Sells stated that she would be available to help with the Easter Egg Event. I will also be available to help with Friday April 3, 2026, Cruise In.

Madam Chair Gray stated that the stumps at the park were going to be hired out to be removed because the town did not have the equipment to do that job. She also stated that she had spoken with Mr. Corriher about getting a well cover.

**6. CLOSING:**

**6.1 Motion to Adjourn**

**A MOTION WAS MADE BY MEMBER DAVID SELLS, SECONDED BY MEMBER JOHN HALL TO ADJOURN AT 6:21 PM, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

**Respectfully Submitted,**

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**Angie Sands, Deputy Town Clerk**