

<i>Minutes</i>	February 13, 2019
-----------------------	--------------------------

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Wisheart called the meeting to order at 1:05 PM in the Commission Room of the Maple Grove Center, Osborn MetroPark, Huron, Ohio.

ROLL CALL

Park Commissioners Present: James “Don” Miers, Chairperson EXCUSED
 Troy Wisheart, Vice Chairperson
 Margaret Murray, Vice Chairperson

APPROVAL OF MINUTES

(1) Commissioner Murray moved to waive the reading and approve the draft minutes of the January 16, 2019 meeting.

Second: Commissioner Wisheart
Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

January Fund Activity Summary, Citizens Bank Checking Account Reconciliation, Citizens Bank MMIA Reconciliation:

Members of the Park Commission had received copies of these reports. Ms. Price reported that at the end of January our cash balance was \$3,135,135.17.

Resolution 2019-07: January Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. She stated that they were smaller than usual due to beginning of the year, and asked the Board if they had any questions. Comm. Murray inquired about the payment from Mr. Butler for rent, she thought he had already vacated the residence. Ms. Bowman-Moore stated that he was here for part of January and paid rent for then. We are currently painting the house and will have carpet installed before the next tenant moves in.

(2) Commissioner Murray moved to approve Resolution 2019-07 Schedule of Payables as presented.

Second: Commissioner Wisheart
Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

Mike Oglesbee and Gary Toll were present representing the West Huron Youth Club. Mr. Oglesbee stated that the Why Club kids had a good hunting season, they harvested three does. They are planning their 2019 events and making plans for the property and will submit them to Ms. Bowman-Moore when completed.

Mr. Toll added they have had discussions with various local agencies, such as Erie Soil & Water District, Pheasants Forever, etc. about best ideas and plans for the 18 acres on the back of the property. They will draw up a plan and submit it to Erie MetroParks when completed.

EXECUTIVE DIRECTOR'S REPORT

Ms. Bowman-Moore reported the following:

-Asked Comm. Wisehart to sign a form allowing her to remain on the Ohio Parks & Recreation Association Board for a second term.

-Work is being completed on the Weiland House to prepare for the next renter.

-Ohio Parks & Recreation Association Conference was held last week at Kalahari. Several staff attended. Largest attendance ever, a 26% increase.

-Proposed charging Firelands Area Pickleball Assoc. a monthly fee for exclusive rights to the courts for a specific time period, similar to the fee structure for Bay Area Soccer League and other groups. Comm. Wisehart asked if this would make it more consistent with other groups, and Ms. Bowman-Moore stated that it would. Ms. Bowman-Moore stated that she would like to present several packages to them for fees for exclusive rights and time frames. She explained that the Board has the authority to set the fees, not her. Comm. Wisehart asked her to have several proposals for the meeting for the Board to review.

-Ms. Bowman-Moore explained to the Board that the employee health insurance renewal had been delivered, and it was a 7% percent proposed increase. Ms. Bowman-Moore asked our agent to look into, as we had never had an increase that large, the agent talked to Medical Mutual and came back with a 2% increase for the same coverage. Ms. Bowman-Moore stated that we had budgeted for an 8% increase so we were fine financially.

(3) Commissioner Murray moved to approve the Health Insurance renewal as presented.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

-Lots of staff training coming up.

-State reports are completed.

-Reported on status of capital projects.

-Bow & Barrel house at SR 61, asbestos has been removed and house will be removed this year.

-Ohio Public Works has approved the easements for the Landing project.

-Held 28 programs for 488 people.

-Art in the Park, remains extremely popular, just had a paint and pour session.

-The play pods for The Discovery Trail have been ordered.

-Naturalist, Mike Hensley has been tapping trees and will be holding maple sugaring programs.

-Submitted a grant to pay for the signs for the Discovery Trail.

-Nature Camp write-ups are completed and information will be going out soon.

OLD BUSINESS

None

NEW BUSINESS

Approval of 2019 Budget

Ms. Bowman-Moore explained that it needs to be approved this month so that we can move forward with capital projects. Ms. Price added what some of the larger changes were and why some of the lines had significant increases. She stated that the Contractual Services line increased \$40,000 for contracted spraying of invasive species in Putnam Marsh, Contract Repairs line increase was for the repair of the spillway at Edison Woods MetroPark due to beaver damage, and \$50,000 in the Contingencies fund. She explained that they cannot move money from the contingencies fund without the Board approval. Comm. Murray asked what the Natureworks Grant money was for. Ms. Bowman-Moore explained that it was for Shelter #5.

- (4) Commissioner Murray moved to approve the Resolution 2019 Final Budget as presented.
 - Second: Commissioner Wisheart
 - Action: Motion passed unanimously with two affirmative votes.

Annual Donation Report (acknowledge and file)

Ms. Price explained that this is an annual report that has to be filed with the Erie County Probate Court. After reviewing the report, Mr. Toll expressed that the donation from the Friends of Old Woman Creek for co-sponsorship of Harvest Happenings was not present. Upon further review, it looked like some other donations were missing, possibly due to a sorting or printing error. Comm. Wisheart suggested tabling the report to next month and submitting a corrected version.

- (5) Commissioner Wisheart tabled the approval of the Annual Donation Report to the March meeting.

INFORMATION ITEMS:

Travel & Training Summary (acknowledge and file) NONE

Special Permit Summary (acknowledge and file)

There were two new special permits added to the list. Ms. Bowman-Moore explained them and asked the board to acknowledge. Ms. Bowman-Moore also reported some statistics found from a bee study completed from a previous special permit.

- (6) Commissioner Murray moved to acknowledge and file the Special Permit Summary provided to them.
 - Second: Commissioner Wisheart
 - Action: Motion passed unanimously with two affirmative votes.

Credit Card Summary (acknowledge and file)

Ms. Price explained that a new state law was added to the Ohio Revised Code pertaining to the use of credit cards by 1545 Park Districts. To be in compliance, we have already updated our policy after legal review, and are presenting a monthly credit card summary for the Board to acknowledge and file for compliance. Comm. Wisheart asked if we could add a column with

balances. Ms. Price stated that we could, but it changes daily, and we pay off all of our credit cards every month. Comm. Wisehart asked if this summary complied with that law, Ms. Price stated that it does. Comm. Murray asked if this summary was to provide oversight on the credit cards. Ms. Price stated that yes it was, in order to keep everyone in compliance.

(7) Commissioner Murray moved to acknowledge and file the Credit Card Summary provided to them.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

Other (Misc. items from Board or Administration) NONE

EXECUTIVE SESSION

Commissioner Murray moved to enter into Executive Session to consider the following matters: Land Acquisition and Personnel Compensation.

(8) Second: Commissioner Wisehart

Roll Call: Commissioner Miears: excused

Commissioner Murray: aye

Commissioner Wisehart: aye

Action: Motion passed unanimously with two affirmative votes.

The Park Commissioners entered into Executive Session at 1:45 PM and returned to Regular Session at 2:00 PM.

(9) Commissioner Murray moved to authorize Ms. Bowman-Moore to ask Ed Hartung, Hartung Title Agency, to prepare a Quit Claim Deed for the Gastiers, at Mr. Gastiers expense.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

ADJOURNMENT

With there being no further business brought before the Park Commission,

(10) Commissioner Murray moved to adjourn the meeting at 2:02 PM.

Second: Commissioner Wisehart

Roll Call: Commissioner Miears: excused

Commissioner Murray: aye

Commissioner Wisehart: aye

Action: Motion passed unanimously with two affirmative votes.

APPROVAL OF MINUTES

The foregoing is a true and accurate account of the February 13, 2019 meeting of the Park Commission, and has been formally adopted by the Commissioners as such, and shall be placed in and become part of the official Proceedings of the Board of Park Commissioners.

APPROVED:

James L. "Don" Mears, Vice Chairperson (Excused)
Troy Wisehart, Vice Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date