

<b><i>Minutes</i></b>	<b>July 17, 2019</b>
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**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

Commissioner Miears called the meeting to order at 11:03 AM in the Commission Room of the Maple Grove Center, Osborn MetroPark, Huron, Ohio.

**ROLL CALL**

Park Commissioners Present:           James “Don” Miears, Chairperson  
  Troy Wisehart, Vice Chairperson  
  Margaret Murray, Vice Chairperson (late)

**APPROVAL OF MINUTES**

- (1) Commissioner Wisehart moved to waive the reading and approve the draft minutes of the June 19, 2019 meeting.  
      Second:           Commissioner Miears  
      Action:           Motion carried unanimously with two affirmative votes.

**FINANCIAL REPORTS**

June 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 stated that we had a cash balance of \$3,625,034.00.

Resolution 2019-15: June Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. She stated that the Schedule was quite large due to two payments to Michigan Playgrounds for the purchase of the play equipment for the Discovery Trail, and the installation of the pieces. She asked the Board if they had any questions.

- (2) Commissioner Wisehart moved to approve Resolution 2019-15 Schedule of Payables as presented.  
      Second:           Commissioner Murray  
      Action:           Motion carried unanimously with three affirmative votes.

Amendment of the March and May 2019 Donation Listing

Ms. Price stated that she would like the Board to acknowledge in the proceedings that an inaccurate donation list was presented (omitted) for March and May, and she would like the

record to show that the Donation Listings have been modified. She changed the procedure to alleviate the missing donation listing in the future.

(3) Commissioner Murray moved to approve the Amended March and May Donation Listings for 2019.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

Transfer of Funds (\$50,000) from Contingency Account to Capital Improvements Account

Ms. Price explained that we need to transfer \$50,000 from 1-590 Contingencies to 1-550 Capital Improvements to cover the costs for the Maintenance Barn replacement and site work for The Discovery Trail. This does not change the bottom line of the final budget.

(4) Commissioner Wisehart moved to approve the transfer of funds (\$50,000) from Contingencies to Capital Improvements.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

**PUBLIC COMMENT**

No public was present at today's meeting.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Bowman-Moore reported the following:

- Kinship has temporarily moved into the Maple Grove Center while their office is being renovated.
- New carpet has been installed in the reservations and program offices at the Frost Center.
- At the request of Berlin Township Trustees, Erie MetroParks assisted with a ditch widening at Edison Woods MetroPark.
- Birmingham School MetroPark ballfield has been refreshed and ready for play.
- Monday had 40 people for Walk it Out program at the new City Hall site in Sandusky.
- The fecon mowing has been completed for 2019. The Fecon is rented to cut down the woody vegetation in the meadows.
- Ms. Bowman Moore attended a State Route 6 update meeting.
- Held 44 programs for 1620 people.
- Shelter #5 is completed. \$8,000 of the cost will be reimbursed from a NatureWorks grant.
- The easements with Erie County are still in process.
- The second worknight for FEMP's Go Take a Hike program was Tuesday, and volunteers got in about an hour of work before rain cut the work session short.
- Buckeye Tree Service came to The Coupling MetroPark to top damaged trees.
- The Coupling MetroPark had been closed 8 days due to hanging limb danger and clean up.
- At Harvest Happenings in October, we will have the Grand Opening and ribbon cutting for the new pickleball courts, Shelter #5 and The Discovery Trail.
- There is a water leak at the Barnyard and we're losing a lot of water. Staff has turned off the water and will replace the lines and add shut off valves.
- This is the last week for Nature Camps and they have been going very well.
- In two weeks, the Girl Scouts will be having a twilight camp at Osborn MetroPark.

## **OLD BUSINESS**

### Route 6 Update

Ms. Bowman-Moore attended an update meeting for the Route 6 improvements. She stated that she expressed Comm. Miers idea of closing off Perkins Avenue at the tracks and making it a dead end. She said they were receptive to the idea. She stated that of the three proposals for Rt. 6 and Perkins Ave intersection, none seemed very positive for The Maples Motel site.

Comm. Miers met with Eric Wobser, City of Sandusky-Mayor, to discuss Erie MetroParks role in the bike path project. He explained that there were three sections, west, downtown and east. Downtown is nearly complete, and they would like the rest to be completed by 2022. They would like Erie MetroParks to take over west and east sections.

## **NEW BUSINESS**

### Pickleball Change Order

Ms. Bowman-Moore stated that she received a change order notice from Gerold Construction for the pickleball courts. It is for \$7,005.91. They had a low spot and had to dig out the clay area, fill in and then add more asphalt and surface material.

- (5) Commissioner Murray moved to approve the change order for the pickleball courts.  
Second: Commissioner Wisehart  
Action: Motion passed unanimously with three affirmative votes.

## **INFORMATION ITEMS:**

Travel & Training Summary (acknowledge and file) NONE

Special Permit Summary (acknowledge and file)

There was one new special permit listed on the Summary.

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

Special Permit Request for Alcohol

Ms. Bowman-Moore stated that Firelands Audubon Society would like to have a Special Permit for alcohol to have a wine tasting reception on Friday evening of their Lake Erie Wing Watch weekend. Discussion ensued.

- (7) Commissioner Wisehart moved to approve the Special Permit for the Firelands Audubon Society for the event at Lake Erie Wind Watch.  
Second: Commissioner Murray  
Action: Motion passed with two affirmative votes.

Credit Card Summary (acknowledge and file)

Ms. Bowman-Moore asked the board to acknowledge and file the Credit Card Summary.

- (8) Commissioner Wisehart moved to acknowledge and file the Credit Card Summary provided.  
Second: Commissioner Murray  
Action: Motion passed unanimously with three affirmative votes.

Other (Misc. items from Board or Administration) NONE

**EXECUTIVE SESSION**

Commissioner Wisehart moved to enter Executive Session to consider the following matters: Land Acquisition.

- (9) Second: Commissioner Murray  
Roll Call: Commissioner Miears: aye  
Commissioner Murray: aye  
Commissioner Wisehart: aye  
Action: Motion passed unanimously with three affirmative votes.

The Park Commissioners entered Executive Session at 11:39 AM and returned to Regular Session at 12:15 PM.

Land Acquisition

- (10) Commissioner Wisehart motioned to move forward on two of the three presented projects from the Executive Session  
Second: Commissioner Murray  
Action: Motion passed unanimously with three affirmative votes.

**ADJOURNMENT**

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

- (11) Commissioner Murray moved to adjourn the meeting at 12:18 PM.  
Second: Commissioner Wisehart  
Roll Call: Commissioner Miears: aye  
Commissioner Murray: aye  
Commissioner Wisehart: aye  
Action: Motion passed unanimously with three affirmative votes.

**APPROVAL OF MINUTES**

The foregoing is a true and accurate account of the July 17, 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" Miers, Chairperson

\_\_\_\_\_  
Date

ATTEST:

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Amy Bowman-Moore, Executive Director

\_\_\_\_\_  
Date