**ERIE METROPARKS**

**Board of Park Commissioners**

**PLEDGE OF ALLEGIANCE**

***Minutes*  September 26, 2019**

**CALL TO ORDER**

Commissioner Miears called the meeting to order at 1:00 PM 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

**APPROVAL OF MINUTES**

1. Commissioner Wisehart moved to waive the reading and approve the draft minutes of the August 14, 2019 meeting.

Second:       Commissioner Murray

         Action:         Motion carried unanimously with three affirmative votes.

**FINANCIAL REPORTS**

August 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 we have received the second half tax settlement of $964,977.00 and the Auditor and Treasurer fees from that was $15,927.00. Ms. Price stated that we had a cash balance of $4,215,341.00.

Resolution 2019-17: August Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. She stated on page 8, that we had paid the final installment of $100,405.00 to Gerold Construction for the installation of the pickleball courts. On page 7, was a payment of $4,919.00 to Davey Resources for invasive spraying at the Steinen Wildlife Area. Comm. Murray inquired about the total price for the pickleball project. Ms. Bowman-Moore stated that is was around $136,000.00. She then referenced the Income Statement and inquired about the shortage in the Intergovernmental amount. Ms. Price explained that it had not yet included the homestead rollback exemption, which we should have received in September. Comm. Wisehart asked about the Reminger payment on page 6. Ms. Bowman-Moore stated that it was for reviewing the by-laws and several inter-agency contracts. He asked Ms. Bowman-Moore if she was still happy with his services, and she stated that she was.

1. Commissioner Murray moved to approve Resolution 2019-16 Schedule of Payables as presented.

 Second: Commissioner Wisehart

 Action: Motion carried unanimously with three affirmative votes.

**PUBLIC COMMENT**

There were no public present that wanted to address the Board.

**EXECUTIVE DIRECTOR’S REPORT**

Ms. Bowman-Moore reported the following:

-The upcoming levy resolutions will be presented at the October meeting. The 2020 primary will be held on March 17, 2020.

-The by-laws are being reviewed by legal and will be presented at the October Board meeting for approval.

-An internal posting for the position of Deputy Director will be presented in October.

-The Go Take a Hike kickoff at The Coupling MetroPark went really well.

-The filling in of the holes on the Steinen property is about 85% completed. Ms. Bowman-Moore will work with the West Huron Youth Club to make sure everyone is satisfied.

-The Discovery Trail is being finalized to be completed by Harvest Happenings.

-Harvest Happenings is next weekend, Oct. 5 & 6 and there will be three grand openings, the Discovery Trail, Shelter #5 and the new pickleball courts.

-Received several thank you compliments from pickleball players on the new courts.

-It is grant time, and staff is applying for several grants.

-There has been some theft at the Enchanted Cottage area, a caterpillar ride on piece, the stainless-steel oven insert and a kayak dock. All have been reported to the Sheriff’s Department and Jay Yochem will be getting quotes for some outside security measures (cameras, etc.)

-The Ohio Horseman’s Council had a poker run at Edison Woods MetroPark it was very well attended.

-Chris Basting has announced his retirement as of January 1, 2020.

-Explained Ohio House Bill 288 which would prohibit eminent domain for recreational trails. Ms. Bowman-Moore explained the pros and cons in detail.

-Recently received the drawings for the Landing Park and are reviewing.

**OLD BUSINESS**

Resolution 2019-18: Completion of Leases with Erie County

Ms. Bowman-Moore explained that these 20-year leases are for two parcels of property adjacent to Osborn MetroPark, the old water tower property near the dog park and the property around the nursing home including Kinship, Shelter #4, the restrooms and the Northwoods. They have been reviewed by legal counsel for both Erie MetroParks and Erie County. She asked the Board to approve and sign the actual leases before going into Executive Session so they can be notarized and delivered to Erie County.

1. Commissioner Wisehart moved to approve Resolution 2019-18 Leases with Erie County as presented.

 Second: Commissioner Murray

 Action: Motion carried unanimously with three affirmative votes.

Easement for Landing Park

This was not completed in time for the September meeting. It was tabled and will be presented at the October Board meeting.

**NEW BUSINESS**

Resolution 2019-19: Resolution to Accept Rates and Amounts

Ms. Price explained that this is a yearly resolution, from the Auditor, that must be signed stating that we will accept the tax levy money that they collect on our behalf.

1. Commissioner Murray moved to approve Resolution 2019-19 Resolution to Accept Rates and Amounts as presented.

 Second: Commissioner Wisehart

 Action: Motion carried unanimously with three affirmative votes.

**INFORMATION ITEMS:**

Travel & Training Summary (acknowledge and file) NONE

Special Permit Summary (acknowledge and file)

There were three new specials permits listed on the Summary. Two for the Ohio Horseman’s Council for a poker run and workdays at Edison Woods MetroPark and one for Lake Erie Shores & Islands to set up an informational table and the pickleball tournament.

(5) Commissioner Wisehart moved to acknowledge and file the Special Permit Summary provided.

 Second: Commissioner Murray

 Action:         Motion passed unanimously with three affirmative votes.

Credit Card Summary (acknowledge and file)

Ms. Bowman-Moore asked the board to acknowledge and file the Credit Card Summary. It was explained on the summary that we had an issue with some fraudulent charges on one of the Mastercards and that it was taken care of, card was cancelled and new one issued.

(6) 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.

(7) 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 1:23 PM and returned to Regular Session at 2:33 PM.

North Coast Inland Trail

Ms. Bowman-Moore explained to the Board the current situation with Erie MetroParks involvement with the North Coast Inland Trail. Discussion ensued.

(8) Commissioner Murray moved to authorize Ms. Bowman-Moore to represent Erie MetroParks in the process of surplusing the Erie MetroParks’ share the North Coast Inland Trail.

 Second: Commissioner Wisehart

 Action:         Motion passed unanimously with three affirmative votes.

**ADJOURNMENT**

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

(9)    Commissioner Miears moved to adjourn the meeting at 2:35 PM.

Second: Commissioner Murray

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 September 26, 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:

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James L. “Don” Miears, Chairperson

 Date

ATTEST:

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 Amy Bowman-Moore, Executive Director                    Date