

PLEDGE OF ALLEGIANCE

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 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 November 13, 2019 meeting.
 Second: Commissioner Wisheart
 Action: Motion carried unanimously with three affirmative votes.

FINANCIAL REPORTS

November 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 \$3,765,973.00 at the end of November.

Resolution 2019-26: November Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. Ms. Price explained that the Schedule was higher due to the Wikel and Coles payments (which were received and cashed in December) and the payments to the grant recipients for 2019. Comm. Murray inquired on the Transfer of Funds- MMIA to Checking, why the balance was so high in the Checking. Ms. Price explained that it was accounting for the payments to Wikel and Coles which were not received and cashed until later in December. She also thanked Ms. Price for the General Journal that she had sent and asked her to keep sending.

Comm. Wisheart inquired about the payment to O. E. Meyer. Ms. Price explained that it was for shop supplies such as grinder wheels, etc. Comm. Murray inquired about the maple sugaring supplies, were they reusable as they were expensive. Ms. Bowman-Moore stated that they were, as they will be using for on-going programming. She also asked if we had purchased a new defibrillator and was it housed at the Frost Center. Ms. Bowman-Moore stated that we did, we replaced an older model that was not repairable. We now have two operational models again.

(2) Commissioner Wisheart moved to approve Resolution 2019-26 Schedule of Payables as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

PUBLIC COMMENT

There were no public in attendance at today's meeting.

EXECUTIVE DIRECTOR'S REPORT

Ms. Bowman-Moore reported the following:

-Operations Staff is gearing up for winter maintenance projects.

-The Friends of Erie MetroParks (FEMP) would like to help pay for new flooring in the Maple Grove Center.

-We held 43 programs for 623 people in November.

-Program Staff found a rare moth species and the siting was registered with M.O.N.A.

-The Controlled Deer Hunt at Edison Woods was held last week. Harvested 25 deer.

-M. Malone and T. Kauffman were attending the Great Lakes Habitat Meeting today, which is part of the Governor's H2O initiative.

-Final reports for the Erie County Community Foundation to FEMP were completed.

-Program staff tagged 54 wild monarch butterflies.

-Levy paperwork is officially received at the Erie County Board of Elections.

-Erie County water tower property lease has been approved and recorded.

The Erie County lease for the property around the Care Facility that includes the Northwoods, Shelter #4, the Kinship building, the restrooms and the driveway easement, has still not been signed by the County Commissioners. Ms. Bowman-Moore is working with Pete Daniel, Erie County Administrator to renew the lease by July 1, 2020. Discussion ensued.

OLD BUSINESS

None

NEW BUSINESS

Approval of the 2020 Board Meeting Calendar

Ms. Bowman-Moore explained that there were some month's where the meeting was pushed back to third Wednesday of the month to accommodate the receipt of financial information and that the November meeting was changed because Veteran's Day fell on the second Wednesday.

(3) Commissioner Wisheart moved to approve the 2020 Board Meeting Calendar as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

Election of 2020 Board Officers (Motion)

Comm. Wisheart suggested that they keep the slate of officers the same. Comm. Miers agreed.

- (4) Commissioner Wisheart moved to approve the 2020 Board Officers Slate as presented.
Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

Resolution 2019-27 Approval of \$30,000 for 2020 Local Park District Grant Program

Comm. Murray asked if this was the same amount as approved for 2019. Ms. Bowman-Moore stated that it was.

- (5) Commissioner Murray moved to approve \$30,000 for the Local Park District Grant Program for 2020.
Second: Commissioner Wisheart
Action: Motion carried unanimously with three affirmative votes.

Approval of Fee Rates for 2020

Ms. Bowman-Moore stated that we are revising the Reservable Facility Fee Schedule for 2020 to include the overnight camping fee change to \$5.00. Pickleball fees for seasonal play, and Shelter #5 rates. She asked the Board if they would like to keep the pickleball fee rates the same for 2020. Comm. Murray asked that since we added four new courts, should we increase the rates for 2020? Comm. Wisheart agreed with the question, since we currently charge \$100.00 for four courts should we double that for eight courts. Discussion ensued and it was agreed upon to keep the rate at \$25.00 per hour per court- same price, but they will now have to reserve the new courts as well.

- (6) Commissioner Wisheart moved to approve the Reservable Facility Fee Schedule for 2020.
Second: Commissioner Murray
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 no new special permits listed on the Summary this month.

Credit Card Summary (acknowledge and file)

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

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

Disposal of Surplus Personal Property & Remove from Inventory (acknowledge and file) NONE

Other (Misc. items from Board or Administration)

Personnel Compensation

Ms. Bowman-Moore stated that she wasn't sure that we needed to go into Executive Session for personnel compensation since the consideration for increase would be the same procedure as the last several years. She proposed the staff hourly increase allotment of the budgeted 3% be allowed for increase consideration again in 2020.

Commissioner Murray moved to approve three percent budget for salary increases for the staff in 2020.

- (8) Second: Commissioner Wisehart
- Action: Motion passed unanimously with three affirmative votes.

EXECUTIVE SESSION

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

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

The Park Commissioners entered Executive Session at 1:35 PM and returned to Regular Session at 1:56 PM.

ADJOURNMENT

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

- (10) Commissioner Wisehart moved to adjourn the meeting at 1:57 PM.
- Second: Commissioner Murray
- Roll Call: Commissioner Miers: 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 December 11, 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, Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date