

***Minutes***

**August 12, 2020**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

Commissioner Miears called the meeting to order at 1:00 PM via Zoom, 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 Wisheart moved to waive the reading and approve the draft minutes of the July 15, 2020 as presented.
  - Second:           Commissioner Murray
  - Action:           Motion carried unanimously with three affirmative votes.

**FINANCIAL REPORTS**

July 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 \$4,076,406 at the end of July.

Resolution 2020-12: August Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email. She noted a few items. Our cash disbursements were larger due to the starting of capital projects, purchase of the new dump truck, repairs to the chimney at the rental house, rental of equipment and pickleball court refurbishment.

Comm. Murray inquired about the pickleball payment, asked if we had refurbished all the old courts, seemed confusing. Ms. Price said it was for all the old courts. She also asked about the volleyball court, where was it and was it an outdoor court. Ms. Bowman-Moore replied that it is an outdoor court at Birmingham School MetroPark. Comm. Miears inquired about the cost of repairs for the rental house and does it outweigh the income from the rental. Ms. Price stated that she could gather that information and send it to the board. He also asked for a cost analysis on the purchase of the new dump truck versus renting one when needed. Ms. Bowman-Moore stated that staff will work on that and send to the board.

Comm. Murray asked about the payment from the Bickley Living Trust, she did not see it listed as a donation. Ms. Bowman-Moore replied that it was a payment for the rental of the building in Milan.

Ms. Price brought to the attention of the board that there were four fraudulent checks that were cashed at four different Civista Bank branches in southern Ohio totaling \$19,800.00. Another \$10,000.00 was stopped before cashing, after a bank teller noticed suspicious activity on Erie MetroParks' checking account. Ms. Price was notified by Civista and the accounting department is working with the bank to rectify the situation and will be filing a police report with the Erie County Sheriff's Office. Ms. Price explained that Erie MetroParks will be enrolling in a program at Civista called Positive Pay for an annual fee of \$350.00 annually, which will put additional security measures and protections in place to avoid this in the future. The bank explained that unfortunately fraud has gone up significantly during this COVID crisis. Comm. Miears asked if we will get our money back, Ms. Bowman-Moore and Ms. Price stated yes. Discussion ensued.

(2) Commissioner Murray moved to approve Resolution 2020-12 Schedule of Payables as presented.

Second: Commissioner Wisehart

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:

-The WHY Club does not seem to be having meetings and Ms. Bowman-Moore has not heard from Mr. Oglebee or any other members.

-She brought up the Bay Area Soccer League. Do we let them go ahead and play the fall season if their national group allows it? Currently the Ohio governor says it is a contact sport and not allowed. Also, she stated that cross country is a "non" contact sport, do we tell them it is ok for meets if they social distance the athletes and crowds? Comm. Murray stated that we should follow the state mandates and see what the other park districts are doing. Ms. Bowman-Moore stated that most check with the local health department and are following their recommendations. She said she would check with ours as well. She also asked whether we should just go ahead and close the Frost Center and reservations until the end of the year to do the current state mandates. The board agreed.

-The Bow and Barrel shelter on SR 61 has been delivered.

-The Ohio Horseman's Council has been working on trails at Edison Woods MetroPark and have installed @800 feet of a new gravel pathway.

-The volleyball court at Birmingham School MetroPark has been installed.

-Virtual Nature Camp has concluded. Staff sent out an email evaluation and 80% were very satisfied with the camp.

-Programmers have started a virtual adult programming series called Nature Plugged In and are rolling out a Virtual Nature School with videos for homeschoolers and teachers to use in accordance with the state standards.

- They also have a Paddle Erie County video series that shows viewers places to paddle around the county.
- Programmers are working on a 50-mile walking challenge program.
- Operations staff are working with the Friends of Erie MetroParks on a workday this Friday at the Enchanted Cottage to spruce up the grounds.
- Due to COVID-19, the Ohio Parks & Recreation Association Conference in February at Kalahari has been moved to the end of April.
- Mr. Yochem has been meeting with vendors and will be upgrading the security at Osborn MetroPark and several other park locations, with an addition of video surveillance.

**OLD BUSINESS**

None

**NEW BUSINESS**

BASL season, cross country seasons, close through October

This was previously discussed in the Director’s Report.

**INFORMATION ITEMS:**

Travel & Training Summary (acknowledge and file)

Ms. Bowman-Moore asked the board to approve the Certified Playground Safety Inspector Training for Derek Siesel and Mike Wheeler. Comm. Murray thought it was a great idea and motioned to approve.

- (3) Commissioner Murray moved to acknowledge and file the Travel & Training Request provided.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

Special Permit Summary (acknowledge and file)

There were no new special permits to bring to the Board.

Credit Card Summary (acknowledge and file)

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

- (4) Commissioner Wisehart 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)

**EXECUTIVE SESSION**

Land Acquisition

The Park Commissioners entered Executive Session at 1:33 PM and returned to Regular Session at 1:49 PM.

(5) Commissioner Miears moved to allow Mr. Peters, Legal Counsel and Ms. Bowman-Moore, Executive Director to represent Erie MetroParks and sign the documents necessary for the Sandusky Bay Pathway and its utility easements, the Zarvis purchase, and the lease agreements between Erie County and Erie MetroParks concerning the Osborn MetroPark driveway stand-alone easement in perpetuity, and the 2027 Northwoods lease renewal.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

**ADJOURNMENT**

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

(6) Commissioner Wisehart moved to adjourn the meeting at 1:51 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 August 12, 2020 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" Miears, Chairperson

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Amy Bowman-Moore, Executive Director

\_\_\_\_\_  
Date