

<i>Minutes</i>	January 13, 2021
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PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Miers 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” Miers, 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 December 16, 2020 meeting.
 Second: Commissioner Miers
 Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

December 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 \$4,450,344.28 at the end of December. She explained that some of the capital improvement projects were carried over to 2021 due to COVID-19.

(2) Resolution 2021-01: December Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email and paper copies during the meeting. Ms. Price asked if there were any questions. There were not. She wanted to revisit the monthly fee by the bank that Comm. Miers had previously inquired about. She explained that it is for our additional fraud software. She will make sure that it will be noted as Positive Pay Software on the Schedule of Payables. She also remarked that we had just received our dividend check from Ohio Bureau of Workman’s Compensation.

Commissioner Wisheart moved to approve Resolution 2021-01 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 referenced her report which was included in the Board packet. Comm. Mears inquired about the request for EFMLA for COVID-19. Ms. Bowman-Moore explained that she would like to continue the 80 hours of leave for staff in 2021, since it has not yet been approved by the government. Comm. Murray would be ok with it if it is only used if you cannot work at home, which most staff can work remotely. The 80 hours would be approved if staff were quarantined and could not work from home. Ms. Bowman-Moore added that it would only be in effect until the Federal EMFLA was enacted. Discussion ensued.

(3) Commissioner Murray moved to approve the additional EFLMA for COVID-19 only until the Federal leave is approved and if they cannot work at home.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

Ms. Bowman-Moore explained the cost she had obtained for the pickleball court improvements that Mr. Eirons and Firelands Area Pickleball Association (FAPA) had requested. She stated it would be approx. \$21-25,000 to complete. That would be replacing the east and west old fencing, north fencing would be installed, and south fencing would be raised to eight feet, and the windscreens. FAPA offered to pay the \$1,400 for the windscreens. Discussion ensued.

(4) Commissioner Murray moved to approve the suggested pickleball court work and the donation from FAPA for the windscreens.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

(5) Commissioner Murray moved to approve the Director's Report as presented.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

OLD BUSINESS

NEW BUSINESS

Ms. Bowman-Moore stated that the following resolutions, 2020-02 through 2020-05, are standard resolutions that we propose at the beginning of the year, to conduct park business. Comm. Mears suggested that the Board make one motion to approve the four resolutions, 2020-02 to 2020-05 with one vote. Comm. Wisehart made the motion to approve and adopt the four resolutions were seconded by Comm. Murray and carried by three affirmative votes. They are recorded below.

Resolution 2021-02 Dispose of Surplus Personal Property

(6) Commissioner Wisehart moved to approve the Resolution 2020-02 Dispose of Surplus Personal Property as presented.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

Resolution 2021-03 Authorize Payments between Meetings

(7) Commissioner Wishart moved to approve the Resolution 2020-03 Authorize Payments between Meetings as presented.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

Resolution 2021-04 Request of Funds from the Ohio Dept. of Transportation (ODOT)

(8) Commissioner Wishart moved to approve the Resolution 2020-04 Request of Funds from the Ohio Dept. of Transportation (ODOT) as presented.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

Resolution 2021-05 Setting Regular & Special Meetings and establishing rules for Board mtgs.

(9) Commissioner Wishart moved to approve the Resolution 2020-05 Setting Regular & Special Meetings and establishing rules for Board mtgs. as presented.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

Position Description: Digital Media & Information Technology Coordinator

Ms. Bowman-Moore explained this newly created position would replace the positions of Ethan Unsicker and some of Beki Hinline's previous responsibilities. Since the job description was changed, it needs Board approval. She asked the Board to approve.

(10) Commissioner Murray moved to approve the position description as presented.

Second: Commissioner Wishart

Action: Motion passed unanimously with three affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary (acknowledge and file) NONE

Special Permit Summary (acknowledge and file) NONE

There were no new special permits to acknowledge and file this month.

Credit Card Summary (acknowledge and file)

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

(11) Commissioner Wishart 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 1:19 PM and returned to Regular Session at 1:36 PM.

(12) Commissioner Murray moved to authorize Mr. Peters to draft a letter to Mr. Zarvis to not accept his offer.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

ADJOURNMENT

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

(13) Commissioner Wisehart moved to adjourn the meeting at 1:37 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 January 13, 2021 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:

Amy Bowman-Moore, Executive Director

Date