

Minutes

July 14, 2021

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Wisheart 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” Mears, Chairperson EXCUSED
 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 June 16, meeting.

Second: Commissioner Wisheart

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.

(2) Resolution 2021-12: July Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email. She stated that cash disbursements were relatively small and unremarkable this month at approximately \$42,000.00. She noted one purchase on page 3 for \$1,800 for stone for the Edison Woods MetroPark trail work. She then opened it up to questions.

Commissioner Murray moved to approve Resolution 2021-12 Schedule of Payables as presented.

Second: Commissioner Wisheart

Action: Motion carried unanimously with two affirmative votes.

(3) Amend 2021 Final Budget

Ms. Price noted that she amended the 2021 Final Budget to reflect staffing changes, an increase in salaries and fringe benefits, and an increase in capital outlay for the Vermilion conservation easement. This decreased the overall carryover by \$133,560.00.

Commissioner Murray moved to amend the 2021 Final budget as provided.

Second: Commissioner Wisehart
Action: Motion passed unanimously with two affirmative votes

PUBLIC COMMENT

None of the public in attendance wished to speak at this time.

EXECUTIVE DIRECTOR'S REPORT

Ms. Bowman-Moore referenced her report included in the board packet. She stated the following:

-She discussed the weeds in the Putnam Marsh Area and the five-year study Aqua Doc is completing for us. The water is currently down in the bay, and it seems like there are more weeds, but there are not. Aqua Doc said they could chemically treat up to eighty acres, but it is not recommended, as the dead weeds would wash ashore and create a problem for homeowners on the Chaussee. Ms. Bowman-Moore stated that we really do not want to chemically treat the marsh. She suggested that we do nothing this year, and we purchase a boat and use an implement to rake out the weeds and dispose of. The boat could also be used to install the buoys, and for invasive work. Comm. Wisehart stated that we will revisit the issue next year.

-Ms. Bowman-Moore stated she had two additions to the Director's Report.

-There were about six hundred feet of Class One asbestos found in the Bickley Warehouse.

-The Steinen and Bicentennial Barns project is scheduled to start on Friday. They will be putting on an addition to the Bicentennial Barn to replace the interior space of the Steinen Barn, then that barn will be razed for additional pasture space.

(4) Commissioner Murray moved to approve the Executive Director's Report as provided.

Second: Commissioner Wisehart
Action: Motion passed unanimously with two affirmative votes

OLD BUSINESS

Bickley Barn/Jenkins Warehouse

Several members of group interested in preserving the warehouse were in attendance including Pam Crosby, Milan mayor, Brian Rospert, Milan Village Administrator, Ann Basilone-Jones, Director of Milan Museums, Ron Cull, etc. Ms. Bowman-Moore stated that she met with the above mentioned as well as Sparky Weilnau and discussed whether the village of Milan was interested in entering a 25-year rolling lease if they would like to take on the project. The project would have a defined deadline, that if not met, would cancel the lease and Erie MetroParks would then remove the building. Ms. Bowman-Moore inquired if the Board would allow her and Mr. Peters, Legal, Counsel, to work on a lease with the village of Milan. Mr. Rospert asked who would be responsible for the insurance, as Erie MetroParks already has it insured. Ms. Bowman-Moore stated that the village would be responsible for all the liabilities of the building, including the insurance and utilities. She added that this is an accepted practice for leases per The Ohio Revised Code.

Comm. Wisehart expressed an interest in preserving the property, but he does have safety concerns. He was in favor of giving them time to see if there was public and village council interest and would like to work on a 25-year lease. Comm. Murray then offered a motion.

(5) Commissioner Murray moved to authorize permission for Ms. Bowman-Moore and Mr. Peters, Legal Counsel, to work with the village of Milan to see if there is interest in a lease and to go forth and work on that plan/lease.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

Mr. Rospert asked Ms. Bowman-Moore if they could have a draft lease for council. Discussion ensued and Mr. Peters will draft a letter of intent for the lease so the village of Milan council members can review prior to there next regularly scheduled July meeting.

Aquadoc Contract

This was discussed in the Executive Director's Report, and it was decided to hold off on this project until next spring.

NEW BUSINESS

2022 Preliminary Budget

Ms. Price explained that this just a preliminary 2022 Budget that we are required to produce and file with Erie County per Ohio state statute. She explained that she added a cover sheet with details about the increase in salaries and services, as well as no projected income in reimbursements and refunds. Last year was large due to COVID reimbursements, such as from Worker's Compensation. She added under expenditures, you will see an increase for salaries and fringe benefits, projecting an 8% increase for health care and an up to 3% merit wage increase for staff. The other noted expenditures are \$360,000 for the Milan Towpath bridge replacement and \$100,000 for possible partnership with The Western Reserve Land Conservancy.

(6) Commissioner Murray moved to approve 2022 Preliminary Budget as provided.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary (acknowledge and file)

Ms. Bowman-Moore asked the board to approve Stand Up Paddleboard Instructor training for M. Hensley, and Kayak Instructor training for M. Drabik-Hamshare.

(7) Commissioner Murray moved to approve the Travel and Training as provided.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

Special Permit Summary (acknowledge and file)

There were three new special permits to acknowledge and file this month.

(8) Commissioner Murray moved to acknowledge and file the Special Permit Summary provided.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

Credit Card Summary (acknowledge and file)

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

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

Disposal of Surplus Personal Property & Remove from Inventory (acknowledge and file) NONE
Other (Misc. items from Board or Administration)

EXECUTIVE SESSION

Purchase or sale of property

Commissioner Murray moved to enter Executive Session to consider the following matters:
Purchase or sale of property.

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

The Park Commissioners entered Executive Session at 1:25 PM and returned to Regular Session at 1:29 PM.

ADJOURNMENT

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

- (11) Commissioner Murray moved to adjourn the meeting at 1:30 PM.
Second: Commissioner Wisehart
Roll Call: Commissioner Miears: excused
Commissioner Murray: aye
Commissioner Wisehart: aye
Action: Motion passed unanimously with two affirmative votes.

APPROVAL OF MINUTES

The foregoing is a true and accurate account of the July 14, 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:

Troy Wisehart, Acting Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date