

***Minutes***

**August 10, 2022**

**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 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 July 13, 2022, meeting.

Second:           Commissioner Miears

Action:           Motion carried unanimously with two 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.

(2) Resolution 2022-14: August Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email. She stated that Beth Ferback was in attendance and is in full training mode for the treasurer’s position. She added that it was a large payable due to equipment replacement and capital projects that were previously board approved. A few examples were on page 4, The Barnyard fence replacement for \$14,750, page 5, Mark Nevins for providing Eco Harvester services at Putnam Marsh, and page 6, to Mathews Ford for \$32,655 for a new Ford F150 truck for programming use to haul the trailers. Comm. Wisehart inquired if we had ever investigated leasing vehicles. Ms. Price explained that we examined this option in-depth a few years ago, but it was not feasible due to the small number of vehicles in our fleet, high annual mileage, and larger vehicles i.e., dump trucks, plow trucks, etc. were not available. She stated that they will put another examination of that option on their radar and certainly can look into again in the future.

Comm. Wisehart also asked about the payment to Tusing Builders. Ms. Bowman-Moore stated that they completed renovations on the garage at the Enchanted Cottage, at the kayak launch so

that the programmers could store the kayak trailer and paddle board equipment, etc., in a secured location closer to the launch site. Comm. Miers inquired about the voided check for \$239 and did we do a stop payment on it. Ms. Price stated that it was a reimbursement to a staff member, and they misplaced the check. She reissued a check and instructed the staff member to bring in the original check if it was found. If it had been a check issued to someone outside of the organization, she would have put a stop payment on it. Comm. Miers added that he felt if the stop payment was issued the addressee should pay that fee.

Comm. Murray asked about stocking of items for the NOW trailer on page 3, for @\$1,200. Ms. Price explained that most of that is one-time purchases for the initial stocking of the trailer with educational supplies, displays, etc. There may have been some promotional items that will need to be restocked from time to time. Ms. Price added that the NOW trailer has been extremely popular and that Mike Hensley, Program Manager, has been asked to speak as part of a three-part collaborative session on nature trailers at the National Association of Interpreters annual conference held in Cleveland this year, as well as speaking about the NOW trailer at the National and Ohio Parks and Recreation Association conferences being held this fall and winter. Comm. Murray added that Mike and NOW trailer have been a terrific addition to Erie MetroParks.

Commissioner Murray moved to approve Resolution 2022-14 Schedule of Payables as presented.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three 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 sent via the board packet. She added the following:

-All meetings are back in person now.

-We are in negotiations with the design build team for the Nature Center. They gave us an estimate of \$5.3 million, and our goal was \$3.4 million, with a maximum of \$3.8 million. We are working on resolving to get the price within our budget. We are also working on the contract to include a guaranteed maximum price of \$3.8 million.

-We are still fundraising and have received \$340,000 to date and expect another \$40,000 this month.

-We are waiting for the grass seed to grow around the new playground at Osborn MetroPark before we can open to the public.

-The wood was delivered yesterday at the Milan Towpath bridge and the staff will be resuming work on that.

-There will be chemical treatment of aquatic invasive plants at Putnam Marsh this week.

-The groundbreaking of the new nature center will be Saturday, September 24, at the Osborn Fall Fest.

-On Saturday, July 16<sup>th</sup> a box truck ripped down the electric wires at the Maple Grove Center and it was without power for several days. We had it repaired and will pass the cost onto the trucking company.

-Travel and Training costs are proving to be higher this year due to EMP staff attendance and speaking at several national conferences.

Comm. Miers wanted to go back to the nature center discussion and address a few things. He said that the Board had approved \$3.4 million, not \$3.8 million. Ms. Price stated we can refine the budget if we need more money. Discussion ensued. Mr. Peters, legal counsel, suggested that he and Ms. Bowman-Moore should stop the contract negotiations until they can get the budget resolved. All agreed.

Comm. Murray asked Ms. Price for some clarification on the Capital Project Income Statement where it stated the \$3.4 million is reserved for the nature center, and \$200,000 is reserved for furniture and fixtures, it did not seem to add up. Ms. Price reviewed and agreed that the report was not reflecting \$200,000 for furniture. She will review and send out the detailed report to the Board.

- (3) Commissioner Murray moved to approve the Executive Director's Report as presented.  
Second: Commissioner Wisehart  
Action: Motion carried unanimously with three affirmative votes.

## **OLD BUSINESS**

### Tennis Court Update

Ms. Bowman-Moore updated the Board that she had been working with the Firelands Area Pickleball Association (FAPA) insurance company to see what they will cover for the damages to the tennis courts. She provided the following information:

Full estimate to repair cracks, resurface, and repaint tennis/pickleball lines:	\$10,500
Erie MetroParks will pay to have the cracks filled	-\$1,875
<u>FAPA insurance will pay EMP for damages</u>	<u>-\$5,750</u>

That leaves two options \$2,875 to resurface and paint with tennis and pickleball lines.  
\$1,945 to resurface and paint with only tennis lines.

The FAPA board members in attendance stated that the FAPA board had not been able to discuss this after receiving the insurance quote but stated that they did not have the funds to help pay for either option.

Comm. Wisehart stated that FAPA should have to pay a balance since they were instructed to get an estimate for painting additional pickleball lines, not actually painting them, and since their hired person damaged the courts, it should be up to FAPA to pay for the repair. Comm. Wisehart added that at this point, the answer then is to resurface the court and paint it back to the way it was before, as only a tennis court. FAPA asked if they could have the pickleball lines painted as there is increased morning use of the courts and they have long wait times. Comm. Wisehart stated that FAPA can stagger their playing times and can tape lines if they want to play on that court. Comm. Murray agreed and stated that it was time to cut their losses and take the payment from the FAPA insurance company and get the court fixed so that the public can once again play tennis on that court.

- (4) Commissioner Wishart moved to authorize Ms. Bowman-Moore to repair the cracks, resurface and repaint the tennis court to its former condition with no pickleball lines painted on it.
- Second: Commissioner Murray  
Action: Motion carried unanimously with three affirmative votes.

**NEW BUSINESS**

None

**INFORMATION ITEMS:**

Travel & Training Summary (acknowledge and file)

There were several staff travel and training requests to be approved this month. Ms. Bowman-Moore explained that four programmers were requesting to go to the NAI (National Association of Interpreters) national conference as it is being held in Cleveland this fall and they would be able to drive each day, and not have lodging. Also, Mike Hensley is speaking at the conference. There were also several staff members requesting to go to the OPRA (Ohio Parks & Recreation Association) Leadership Summit in November and that included lodging.

- (5) Commissioner Wishart moved to approve the staff travel and training requests as provided.
- Second: Commissioner Murray  
Action: Motion passed unanimously with three affirmative votes.

Special Permit Summary (acknowledge and file)

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

- (6) Commissioner Wishart 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.

- (7) 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 (approve)

There was one item that staff requested for surplus.

Ms. Bowman-Moore asked the board to approve the provided Surplus List.

- (8) Commissioner Wishart moved to approve the provided Surplus list for disposal and removal from inventory as provided.
- Second: Commissioner Murray  
Action: Motion passed unanimously with three affirmative votes.

Other (Misc. items from Board or Administration)

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

- (9) Commissioner Wisehart moved to adjourn the meeting at 2:05 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 10, 2022, 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