

Minutes

October 12, 2022

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 noted that Comm. Wisheart was not in attendance at the last meeting and therefore, could not second a motion to approve the September minutes. Comm. Wisheart tabled the approval of the minutes to the November meeting.

FINANCIAL REPORTS

September 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 2022-17: October Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables via email. She noted that on the Capital Projects Fund that the overall revenue was correct but that \$321 was placed in sponsorship not donations. She will do a journal entry to correct that mistake. Comm. Murray inquired if the drone survey and mapping of invasive species at DuPont Marsh was completed. Ms. Price stated that it was. Ms. Ferback wanted to address the Board’s question from the previous meeting if the purchasing for the NOW trailer was complete. She explained that they were waiting on a shipment of 12 skulls for interpretation. Those were received and reflected on the current Schedule of Payables.

Commissioner Murray moved to approve Resolution 2022-17 Schedule of Payables as presented.

Second: Commissioner Wisheart

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

None

EXECUTIVE DIRECTOR'S REPORT

Ms. Price referenced Ms. Bowman-Moore's report sent via email. Ms. Price is conducting the meeting in Ms. Bowman-Moore's absence. She added the following:

-The Milan Towpath Bridge is completed, and the path is now open. The Operations Staff reported that the public was waiting for them to open and started using as soon as they removed the last of the equipment and trucks.

-The tennis court resurfacing was completed and opened to the public on Oct. 8th.

-Firelands Area Pickleball Association requested a Special Permit for 2023. It included all the courts from 8am-12 noon, Monday through Friday, May 1- September 29, 2023. Ms. Price spoke with Ms. Flittner, our Visitor Service Coordinator who manages Special Permits and reservations, and they were looking for some guidance from the Board on how to proceed as there has been some interest from other groups to reserve the courts. Discussion ensued. Ms. Price stated that EMP gives FAPA a bulk rate which is about a 40% discount, but EMP continues to have ongoing maintenance costs, etc. Comm. Wisehart stated that we should investigate raising the fees. He cited inflation, maintenance costs, etc. Comm. Murray was not opposed to a fee increase and more discussion ensued. Ms. Price said no decision needs to be made today, and staff can hold the permit request until next meeting.

-The Milan Warehouse group has received a \$5,000 grant from the Erie County Community Foundation and has a fundraising brochure in the works.

-Mike Hensley presented at the National Parks & Recreation Association conference last month and next month he will be presenting about the NOW trailer at the National Association of Interpreters conference in Cleveland.

-Staff hosted 44 programs for 5,200 people

-The Osborn Fall Fest was a great success, we had approximately 4,000 attendees.

-Mike and Melissa were at the Woollybear Festival with the NOW trailer. The trailer was a big hit!

-The ESRI contract will be discussed in new business. It is for the Erie County Geographical Information System Cost Share Agreement. The renewal was slightly less than the previous contract. Ms. Price reported on the need and use of this software to aid in making trail maps, marking hunt zones, etc.

-Ms. Bowman-Moore is in contact with furniture suppliers obtaining estimates for the new nature center.

-Ms. Price reiterated the nature center updates submitted in the Director's Report.

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

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 2022-18: ESRI (Environmental Systems Research Institute) Contract (Approve)

With the contract explained in the Director's Report:

- (4) Commissioner Murray moved to approve Resolution 2022-18 as presented.
Second: Commissioner Wisehart

Action: Motion carried unanimously with two affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary (acknowledge and file) (None)

Special Permit Summary (acknowledge and file)

There was one new special permit to acknowledge and file this month.

(5) 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. Price asked the board to acknowledge and file the Credit Card Summary.

(6) 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 (approve)

There were several items that staff requested for surplus, to take to a consignment auction in November. Ms. Price asked the board to approve the provided Surplus List.

(7) Commissioner Murray moved to approve the provided Surplus list for disposal and removal from inventory as provided.

Second: Commissioner Wisehart

Action: Motion passed unanimously with two affirmative votes.

Other (Misc. items from Board or Administration)

EXECUTIVE SESSION

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

(8) Second: Commissioner Wisehart

Roll Call: Commissioner Mears: excused

Commissioner Murray: aye

Commissioner Wisehart: aye

Action: Motion passed unanimously with two affirmative votes.

The Park Commissioners entered Executive Session at 1:32 PM and returned to Regular Session at 1:44 PM.

ADJOURNMENT

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

