

<i>Minutes</i>	September 14, 2022
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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 Wisehart, Vice Chairperson (EXCUSED)
 Margaret Murray, Vice Chairperson

APPROVAL OF MINUTES

(1) Commissioner Murray moved to waive the reading and approve the draft minutes of the August 10, 2022, meeting.

Second: Commissioner Miers
Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

August 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 2022-15: September Schedule of Payables

Ms. Price distributed copies of the Schedule of Payables via email. Comm. Murray would like to see a yearly analysis of legal fees to compare current fees to those over the past several years. Ms. Price stated that they keep track of that and will send a report to the Commissioners. Ms. Price noted a few purchases; page 2 for \$70,900 to Snider Recreation was for the new playground near shelter #1 and page 3 for \$17, 447.43 to American Timber & Steel was for the decking material to complete the Milan Towpath bridge project. Comm. Miers inquired as to the \$407 charge for locks, etc. Ms. Bowman-Moore explained that we will be using the Enchanted Cottage to store the kayaks. We changed the locks to secure the equipment.

Commissioner Murray moved to approve Resolution 2022-15 Schedule of Payables as presented.

Second: Commissioner Miers
Action: Motion carried unanimously with two affirmative votes.

(3) Amendment of Capital Fund Income Statement

Comm. Miers inquired about raising additional money for most recent projections. Ms. Bowman-Moore stated that the Design Build firm had come back with some higher contingencies than expected and that if we had to, we would use money in the NCRCPD fund. Ms. Price added that the budgets will be refined and changed for 2023 which should bring the estimates more into line.

Comm. Murray noted on the reports that ODNR and NCRCPD numbers look like they were transposed. Ms. Price looked over and agreed. She stated that they would correct it on the report. She stated that they had anticipated \$250,000 from ODNR and received \$175,000. Comm. Miers asked if we were still getting all the same product and size as approved. Ms. Bowman-Moore and Ms. Price stated yes.

Commissioner Murray moved to approve the amendment of the Capital Fund Income Statement as presented.

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

None

EXECUTIVE DIRECTOR'S REPORT

Ms. Bowman-Moore referenced her report sent via email. She added the following:

-We have received \$74,993 in actual donations, \$372,828 in pledged and received donations.

-We have paid \$132,000 to the Design-Build Firm to start finalizing the plans, budget- working on the actual costs.

-The U.S. Army Corp of Engineers has awarded \$1 million in 2023, to repair the sea wall at Wakefield MetroPark on the Vermilion River. She thanked Ms. Price and Mr. Malone for meeting with them, sharing their concerns and persuading them of the need of the project.

-The Milan Towpath bridge project is 50% complete, they are currently working to re-deck it.

-Staff is currently surveying the effectiveness of the marsh cutter and spraying efforts on Putnam Marsh. They are flying the drone over monthly to watch the effectiveness of our efforts and compare. Staff is working on a long-term plan.

-Save the date for the groundbreaking on September 24th. She asked the board if they would speak, they stated that they would.

-She mentioned the Jenkins Warehouse and how the group were still holding meetings and fundraising, but no progress on the building has been made. She wanted the Board to know the status. Discussion ensued.

-We have received the invoice from Great Lakes Electric for the repairs at the Maple Grove Center when the truck took out the power lines. That has been forwarded to the trucking company responsible for the damage. Right before the meeting, Ms. Ferback received the overnighted check from the company. This matter is now closed.

-Naturalist Mike Hensley will be Phoenix next week to present at the National Parks & Recreation Association annual conference, then in September he will be presenting at the National Association of Interpreters conference in Cleveland and then in January at the Ohio Parks & Recreation Association conference at Kalahari. We are very proud of him.

- The gas line for the new nature center should be completed by Friday.
- Social media hits have been steadily increasing.
- Staff held 42 programs for 4,186 people (this includes Touch-A-Truck and the Erie County Fair)
- She was contacted by ODOT about maintaining the bike path from Sandusky to Huron. She said no, we do not have those capabilities. She suggested they contact Huron Township. She added that the new road project on US 6 (Cleveland Rd.) will take up a lot of frontage of the parks along there. We will be compensated.

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

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 2022-16: Resolution to Accept Rates and Amounts

Ms. Price stated that this is a standard yearly resolution for Erie County to accept our tax levy money.

- (5) Commissioner Murray moved to approve Resolution 2022-16 as presented.
Second: Commissioner Miers
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.

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

Second: Commissioner Miers
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.

Comm. Murray inquired about why we need to have a Credit Card Summary presented at the meetings. Ms. Ferback explained the history of the summary and how it had been the result of a previous state audit where they are looking into all agencies to see if they were complying with the rules for credit card use, tracking, storage, etc.

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

Disposal of Surplus Personal Property & remove from inventory (approve)

There was one item that staff requested for surplus, a range. Ms. Bowman-Moore asked the board to approve the provided Surplus List.

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

Second: Commissioner Miers

Action: Motion passed unanimously with two 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 Murray moved to adjourn the meeting at 2:05 PM.

Second: Commissioner Miers

Roll Call: Commissioner Miers: aye

Commissioner Murray: aye

Commissioner Wisehart EXCUSED

Action: Motion passed unanimously with two affirmative votes.

APPROVAL OF MINUTES

The foregoing is a true and accurate account of the September 14, 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" Miers, Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date