

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 (late)

APPROVAL OF MINUTES

(1) Commissioner Wisehart moved to waive the reading and approve the draft minutes of the September 14 and October 12, 2022, meetings.

Second: Commissioner Miears

Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

October 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 2022-18: November Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables via email. She noted that she emailed an updated Proof of Cash and Fund Balance Sheet as it was mislabeled on the top as September 30, 2022 and should have read October 31, 2022. She asked the Board if they had any questions about the payables. Comm. Miears asked for an explanation of the two payments of \$30,000 and \$11,050 for invasive species control. Ms. Ferback explained that the first payment was for spraying at Plumbrook and at a zone at Putnam Marsh and the second was for invasive control at the Castalia Quarry MetroPark.

Comm. Miears then inquired about the credit card purchase on page 3 for a new drone. Ms. Bowman-Moore stated that the purchase was for a new and updated drone with many more capabilities that we will be very useful for our needs. Comm. Miears asked if we will sell the old one, Ms. Bowman-Moore stated that we will surplus and the probably sell it.

He also asked about the payment to Peak Software for an annual fee. Ms. Ferback explained that it was the annual fee for our front desk reservation software that we use for program and facility reservations. It covers the software, updates, and technical support as well as the licensing of the software. Comm. Wisheart noted that we had paid for repairs to the tennis courts.

Commissioner Wisheart moved to approve Resolution 2022-18 Schedule of Payables as presented.

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

Gary Toll, representing the West Huron Youth Club, wanted to update the Board on what the group was up to. He talked about the pond on WHY Club area/Putnam Extension. He said that the high water we had been experiencing and the beavers have undermined the banks of the pond and that they would like to do some work to fix the undermining. They have volunteers and equipment to do the work, they were asking for permission from the park system. They would like to use the spoil dirt that had previously been removed from the area to restore the east side of the pond. They would also like to re-slope the west and south banks and fill in the east bank. He thinks that Erie MetroParks may have to obtain permits to do the work as they are the landowner. He will create some plans and present them to EMP, hopefully at the next meeting. They will not do any work without permission from Erie MetroParks.

EXECUTIVE DIRECTOR'S REPORT

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

-There has been \$470,000 pledged in donations for the Nature Center.

-FEMP- Friends of Erie MetroParks has done a bulk mailing about donating to the nature to center to all their members.

-Discussion of the FAPA- Firelands Area Pickleball Association special permit is ongoing- will address later in the meeting.

-The Milan Warehouse committee is still meeting but they haven't really done anything with the building. Ms. Bowman-Moore is meeting with the building inspector, Mr. Zimmerman on Monday to look at the roof. Mr. Peters, Legal Counsel, suggested writing a precursor letter to the committee on EMP letterhead explaining the deadline of actions items in the terms of the lease.

-The nature center interior committee traveled to Ohio Desk in Cleveland to look at furniture, original estimates were @\$200,000 they got it down to approximately \$110,000.

-EMP won a first-place award for the EMP- Now Trailer- nature on wheels- this is a big deal for us as a smaller park district.

-Ms. Bowman-Moore is officially off the Vermilion Chamber of Commerce board after eight years. Ms. Price will be taking her spot on the board.

-Marketing and programming are going well.

-The naturalists have been going out and greeting guests to the nature center, they had 127 visits in October.

-Ms. Bowman-Moore stated that she has the reports from Aqua Doc and can see what we can do better, spray or weed harvesting.

(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

Special Permit for Firelands Area Pickleball Association (FAPA). Tabled from the last meeting due to absence of Comm. Miers and Ms. Bowman-Moore. FAPA requested a special permit to reserve the pickleball courts Monday through Friday, from 8a-12p all season. Ms. Price asked Ms. Flittner, who takes reservations, does special permits, answers incoming calls and walk in guests, etc. to do some research and find out how other park districts, etc. handle the use of their pickleball courts. After much research and discussion the staff recommends that Erie MetroParks pickleball courts go to open play, meaning that participants use the paddle rack system. They would put their paddle up on the rack to secure place in line and rotate in to play on next available court. There have been calls from other groups who would like to use the pickleball courts during those times and do not feel welcome, or want to join FAPA to play. There would be no reservations for open play, only when there is a scheduled tournament and a special permit. Ms. Bowman-Moore added that we would install signage to the courts rules and use.

Ms. Bowman-Moore proposed three suggestions to the Board. 1. Make the courts all open play. 2. Keep two of the courts open and reserve the rest for FAPA. Or 3. Reserve the courts for FAPA and increase the fees, since they would have exclusive rights to the courts at that time. Comm. Murray stated that she liked the idea of open play with no reservations. Comm. Wisehart stated that he had been approached by people telling him that it is hard to play when they all congregate to play at one time, and suggested as he has before, that they need to stagger their playing times.

Jayne Crisone was in attendance as a representative for FAPA. She voiced her concerns over making it open play and the need to have someone coordinate/organize it. Ms. Bowman-Moore stated that we would not be organizing it, that it would be open play and would hope that as adults people could play by the rules. She would like to see it with no membership and no fees to play, that you do not have to join FAPA to play at that time. Discussion ensued.

Ms. Bowman-Moore stated that EMP could make a rack to accommodate the paddles as well as the rules and signage. Ms. Price added that from a public relations perspective, she thought that the open play for all, anyone can play was a great idea. We are trying to have social equity for all people to use our parks. Mr. Peters, legal counsel, suggested that the only real difference would be that anyone can play alongside FAPA, and there are no membership fees. Ms. Price added that she thought that FAPA members would like the no fees for membership or reservations.

Comm. Murray suggested that they create a small committee of park staff and FAPA to talk about the best ways to organize how the paddles will be hung and rules for the courts. Comm. Wisehart added he is happy that the courts are being used, he wants all people to be able to play and hopes that maybe more people will come out for open play. Hang your paddle, play two games, and rotate off. Comm. Miers recommended to wrap up the conversation by forming a committee of both sides to decide some definitions and rules, etc. for open play.

NEW BUSINESS

A. Approval of Equipment Replacement for 2023

Ms. Bowman-Moore explained that staff presented a purchase proposal for a new pick-up truck with a plow, a plug core aerator and a heavy duty plow disk. Comm. Mears asked if they were replacing an older pick up and would they sell or trade that truck in, staff added that they would trade in, if possible, if not, would sell at auction.

(4) Commissioner Wisheart moved to approve the Equipment Replacement as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

INFORMATION ITEMS:

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

Special Permit Summary (acknowledge and file)

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.

(5) Commissioner Murray moved to acknowledge and file the Credit Card Summary provided.

Second: Commissioner Wisheart

Action: Motion passed unanimously with three affirmative votes.

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

There was a large chest freezer purchased in the 1990's that died. The staff would like to surplus so they can remove from the Frost Center and discard it. Ms. Bowman-Moore asked the board to approve the provided Surplus List.

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

Second: Commissioner Wisheart

Action: Motion passed unanimously with three affirmative votes.

Other (Misc. items from Board or Administration)

EXECUTIVE SESSION

Commissioner Murray moved to enter Executive Session to consider the following matters:

Personnel- Compensation- Executive Director.

(7) Second: Commissioner Wisheart

Roll Call: Commissioner Mears: aye

Commissioner Murray: aye

Commissioner Wisheart: aye

Action: Motion passed unanimously with three affirmative votes.

The Park Commissioners entered Executive Session at 1:57 PM and returned to Regular Session at 2:30 PM.

(8) After her performance evaluation, Ms. Bowman-Moore requested no raise for 2023 but would like an additional \$5,000 payout upon retirement. Comm. Wisehart motioned to approve the additional payout for Ms. Bowman-Moore upon retirement.

Second: Commissioner Murray

Action: Motion passed unanimously with three affirmative votes.

ADJOURNMENT

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

(9) Commissioner Murray moved to adjourn the meeting at 2:33 PM.

Second: Commissioner Wisehart

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 November 9, 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