

Minutes

December 14, 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 Murray moved to waive the reading and approve the draft minutes of the November 9, 2022, meeting.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

FINANCIAL REPORTS

November 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 2022-19: December Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables via email. She noted that in the last meeting they inquired about the payment for invasive species spraying, she stated that it was invoiced to NCRCPD and we have received the payment. It will be reflected on the financials at the next meeting. She then asked the Board if they had any questions. On page three, Comm. Miears inquired as to the payment to the Sawmill Lumber Club, and why were the boards costing \$93.00 per piece. Ms. Bowman-Moore explained that they were the recycled (Trex type) boards that we had previously used, and they are the only vendor in the area that could source them.

Commissioner Wisehart moved to approve Resolution 2022-19 Schedule of Payables as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

(3) 2023 Interim Budget

Ms. Price stated that this is standard practice to get us through the beginning of 2023 and keep us compliant with the state statute. These are the first quarter appropriations while we are refining the final budget.

Commissioner Wisheart moved to approve the 2023 Interim Budget as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

PUBLIC COMMENT

Firelands Area Pickleball Association

Jayne Crisone and Lynn LaFene were in attendance for the Firelands Area Pickleball Association (FAPA). They wanted to let the Board know that they were working with Ms. Price to form a committee, but that a few members were on vacation and unable to coordinate a time to meet. They will be coordinating and meeting in the future.

Jenkins Warehouse Committee

Judith Horchler, Ron Cull and Milan Mayor Pam Crosby were in attendance to represent the committee and address the Board. Judith Horchler, committee representative gave a report to the Board on the committee's establishment to save the building from demolition. She gave a history of the building and its historical significance as well as an update on the status of the required action items to be completed by the end of this year, and their status.

She explained the funding that had been secured and that their engineer stated that the building had been stabilized. She stated that the committee felt that they had completed their part of the lease agreement and wished to move forward so they could secure more funding. Comm. Miars stated that it seemed that they had a very long delay getting the engineer to get the plan together, and he asked them if they had any other issues that will affect the plans long term. Ron Cull stated that they did not. He then asked if everything that they were required to complete in 2022 was done. They said yes, Ms. Bowman-Moore had some pictures, taken that morning, showing it was not complete, and stated it was maybe 70% completed. There were still some things that needed to be done.

The Board asked the committee to provide a letter from the engineer that the building is stable, and all the issues were addressed. Ms. Bowman-Moore then inquired as could they give the building to the Village of Milan. The mayor, Pam Crosby stated that would probably be a good idea and Ms. Horchler stated that would help them in obtaining more grant funding. Comm. Miars added that would take the liability off Erie MetroParks. Discussion ensued about finances. Ms. Bowman-Moore stated that she would go to the December Milan Village Council meeting and see if they would like to take ownership of the building. She will also take pictures on January 2nd and see if all the actions items were addressed in the lease agreement, wait for the letter from the committee's engineer and will be able to present the information to the Board at the January meeting for discussion.

(4) Commissioner Wisheart moved to authorize Ms. Bowman-Moore to execute her plan as previously discussed above and present at the January 2023 Board meeting.

Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

EXECUTIVE DIRECTOR'S REPORT

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

-Mr. Steinen had passed away and he bequeathed the items his family owned in the Bicentennial Barn to the Heritage Society of Erie County. She has previously spoken to the Heritage Society, that they need to remove their items from the barn as we need the space to store our own equipment. She stated that she would call them again.

-The Deer Hunt was completed; it was our 11th year, and they had a low harvest.

-She stated the Mr. Faber contacted her about the Rt. 6 project, he has retained an eminent domain lawyer and asked if we wanted to be a part of it. She expressed no.

-Nature Center update- they had a meeting last week with the company officials, the price is going down and they should be able to come to an agreement on plans for @\$3.6 million.

-Mike Hensley spoke at the National Association of Interpreters conference in Cleveland.

-Our first-place award winning project from the Ohio Parks & Recreation Assoc. for the NOW trailer is now in the running for the Governor's Award which will announced at their annual conference in late January at Kalahari.

-She then addressed the Board in relation to employee raises. She stated that she asked during her report last year. She asked the Board for a \$29,000 (3%) pot of money for employee raises and she asked for a one-time \$1,000 bonus for staff in 2022. Discussion ensued.

(5) Commissioner Wisheart moved to approve the employee raise pot of \$29,000 and a one-time bonus of \$1,000 per employee to be paid in 2022.

Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

(6) Commissioner Wisheart moved to approve the Executive Director's Report as presented.

Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

OLD BUSINESS

Jenkins Warehouse Committee-

This was discussed during the Public Comment section.

NEW BUSINESS

A. Budget Transfers

Ms. Price explained that they needed to move \$10,000 from contingencies into salaries and fringes to cover the additional bonuses. The Board agreed.

(7) Commissioner Murray moved to approve the Budget Transfers as presented.

Second: Commissioner Wisheart
Action: Motion carried unanimously with three affirmative votes.

B. Resolution 2022-20: Authorization Ohio Capital Improvement Budget

Ms. Bowman-Moore explained ODNR- Ohio Department of Natural Resources asked for the resolution to reflect the acceptance of the \$175,000 in state money minus the administrative fees. Ms. Bowman-Moore asked the Board to approve the resolution.

- (8) Commissioner Wishart moved to approve Resolution 2022-22 as presented.
Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

C. Approval of Capital Improvement Report for 2023

Ms. Bowman-Moore explained that most of the projects are roof replacements, and stream restoration at Edison Woods MetroPark. She and Mr. Malone also explained that the electrical work at Castalia Quarry MetroPark was for parking lot security lighting as well as to be able to have security cameras out there. Currently there is no electrical out there and it will need to be brought in from an Ohio Edison pole.

- (9) Commissioner Wishart moved to approve the Capital Improvement Report for 2023 as presented.
Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

D. Approval of 2023 Board Meeting Calendar

Ms. Bowman-Moore asked the Board to review and approve the 2023 Board Meeting Calendar.

- (10) Commissioner Wishart moved to approve the 2023 Board Meeting Calendar as presented.
Second: Commissioner Murray
Action: Motion carried unanimously with three affirmative votes.

Election of 2023 Board Officers

Comm. Wishart suggested that they keep the slate of officers the same for 2023. Comm. Mears agreed.

- (11) Commissioner Wishart moved to approve the 2023 Board Officers Slate 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 was one new special permit to acknowledge and file this month.

- (12) 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.

(13) Commissioner Wisehart 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 (None)

Other (Misc. items from Board or Administration)

EXECUTIVE SESSION

None

ADJOURNMENT

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

(14) Commissioner Wisehart moved to adjourn the meeting at 2:05 PM.

Second: Commissioner Murray
Roll Call: Commissioner Mears: 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 December 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" Mears, Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date