

Minutes

April 12, 2023

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Miears called the meeting to order at 1:05 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 (excused)

APPROVAL OF MINUTES

(1) Commissioner Wisehart moved to waive the reading and approve the draft minutes of the March 15, 2023, meeting.

Second: Commissioner Miears

Action: Motion carried unanimously with two affirmative votes.

FINANCIAL REPORTS

March 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 2023-08: April Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables via email. She asked the Board if they had any questions. Comm. Miears inquired to the payment on page 1 for Sage Accounting Software. He asked if that was our principal software for accounting. Ms. Ferback stated that it was. On page 2 he inquired about the payment to the Ohio Auditor for conference registration. Ms. Ferback explained that it was registration for Ms. Pole and herself to virtually attend the 2023 LGOC Local Government Officials Conference through the Ohio Auditor of State office. On page 2, he asked about the payment for a new Mac book computer, he asked if we allowed the staff to choose which computer they want. Ms. Ferback explained that the new computer was given to a programmer and their used computer was passed down to an operations staff member as theirs was becoming obsolete. The programmers use Mac products as it supports their job tasks better, all IT aspects and computer choices are overseen by Kippie Loughlin the IT and Digital Media Coordinator. There were a few questions about the Turner Construction payments, Ms. Bowman-Moore explained that this was for pre-construction costs, the construction drawings, and to have the project put out for bid. Comm. Miears then asked about the payment on page 5 of \$260.30 to the Principal Life Insurance Company. Ms. Bowman-Moore explained that we provide a \$50,000

term life insurance policy for staff members while they are employed with us, as part of their benefits package. This has been in place for many years. Discussion ensued.

Commissioner Wisheart moved to approve Resolution 2023-08 Schedule of Payables as presented.

Second: Commissioner Mears

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

Rick Scheel of the Erie County Heritage Society was in attendance and wanted to address the Board with a question about their items that are currently stored in Erie MetroParks Bicentennial Barn. He wondered about the status of the items. Ms. Bowman-Moore explained that she was working with Heritage Society members, the owners of the antique items, and the members were working on finding new storage spaces, possibly building a building, or storing in a member's building, as Erie MetroParks has asked them to remove their items as EMP needs the space to store their own equipment. Discussion ensued and it was decided that Ms. Bowman-Moore would contact the members and give them a deadline to have the items removed, with a possibility that EMP would impose storage fees/rent for an exceeded deadline.

DIRECTOR'S REPORT

Ms. Bowman-Moore referenced her report and the Deputy Director's report sent via email. She added the following:

-The Village of Milan was the only entity interested in the Jenkins Warehouse property. She and Mr. Peters, legal counsel, will formalize the letter to Judge McGookey and the easement to transfer the property to the Village of Milan.

-One of the Leadership Erie County class groups adopted the nature center as their project and hopes to raise \$25,000 for it, with various fundraisers.

-Park facilities are being opened for the season.

-Spring soccer season starts this Saturday.

-All seasonal staff have been hired.

-The Operations staff did a great job at the Castalia Quarry MetroPark with the fecon mower and other equipment cutting back and opening all the trails.

-Rob provides us with great cost savings by servicing the vehicles and equipment in house.

-There were 91,000 social media reaches.

-There is a property owner, Landoll's, that would like a Quit Claim deed along the former Greenway, like the one's we have provided previously for parcel owners to connect their property.

(3) Commissioner Wisheart moved to proceed with sending information to Hartung to complete a Quit Claim deed for the parcel connection as presented.

Second: Commissioner Mears

Action: Motion carried unanimously with two affirmative votes.

(4) Commissioner Wisheart moved to approve both Director's Report as presented.

Second: Commissioner Mears

Action: Motion carried unanimously with two affirmative votes.

OLD BUSINESS

A. Jenkins Warehouse update

This was discussed earlier in the Director’s Report

NEW BUSINESS

A. Approval of Resolution 2023-09 PEP Insurance Renewal (2024)

Ms. Bowman-Moore stated that the renewal was \$59,230.00 for 2023, which was an 18% increase. The company cited inflation as the cause for the increase. Discussion ensued.

(5) Commissioner Wisehart moved to approve the 2023-09 PEP Insurance Renewal 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 were two new special permits to acknowledge and file this month.

(6) Commissioner Wisehart 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 for February and March.

(7) Commissioner Wisehart 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)

(8) Commissioner Wisehart moved to approve the list of items for Disposal and inventory removal as provided.

Second: Commissioner Miers

Action: Motion passed unanimously with two affirmative votes.

Other (Misc. items from Board or Administration)

Ms. Bowman-Moore discussed the returned bid prices for the Nature Center. The latest estimates came in too high, and she discussed with the attending Commissioners, legal counsel, and Erie MetroParks criteria architect, Josh Fox, several options to explore. These options include, but are not limited to; renegotiation, delaying the project, obtaining a line of credit for the overage, etc. Discussion ensued and those parties will meet with representatives from Turner Construction on Monday, April 17th, to try to come to a resolution.

Once the options have been explored, there will be a Special Meeting of the Board to discuss which path will be best to move us forward.

EXECUTIVE SESSION

None

ADJOURNMENT

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

(9) Commissioner Wisehart moved to adjourn the meeting at 1:50 PM.

Second: Commissioner Miears

Roll Call: Commissioner Miears: aye

Commissioner Murray: excused

Commissioner Wisehart aye

Action: Motion passed unanimously with two affirmative votes.

APPROVAL OF MINUTES

The foregoing is a true and accurate account of the April 12, 2023, 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