

***Minutes***

**May 10, 2023**

**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 April 12 and 26, 2023, meetings.

Second:           Commissioner Wisehart

Action:           Motion carried unanimously with three affirmative votes.

**FINANCIAL REPORTS**

April Fund Activity Summary, Citizens Bank Checking Account Reconciliation, Citizens Bank MMIA Reconciliation:

Members of the Park Commission have received copies of these reports.

(2) Resolution 2023-09: May Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables via email. She asked the Board if they had any questions. She noted the donation of a conveyor belt on the Donation Listing. She explained that it was being used by the natural resources staff as a warm spot shelter for snakes and amphibians. Comm. Miears inquired as to why Erie MetroParks was reimbursing staff for boot purchases. Ms. Ferback explained this reimbursement allotment is not new but has been provided in years prior for designated staff as required by their job position. Although boots may cost over \$100, staff are only reimbursed up to an established amount. Boots readily wear out on an annual basis. Comm. Wisehart inquired about the purchase from KTS equipment. Ms. Ferback explained that it was for repair work for the Bandit woodchipper and the specialized service they provide for that machine.

Commissioner Wisehart moved to approve Resolution 2023-09 Schedule of Payables as presented.

Second:           Commissioner Murray

Action:           Motion carried unanimously with three affirmative votes.

**PUBLIC COMMENT**

None

**DIRECTOR’S REPORT**

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

-She is still working on the nature center pricing. They have gotten it down, still working on the AIA and section F of the GMP agreement. Our lawyer, Jim Peters, would like to meet with Turner Construction Company’s lawyer to discuss and finalize the contract as there are some issues that need to be dealt with.

-One of the Leadership Erie County classes projects were to fundraise for the new nature center. They presented Ms. Bowman-Moore with a check for \$10,225.

-She added that the nature center project is currently delayed approximately six months. They are still working on cost reductions and have it down to about \$4.41 million dollars. The next meeting is May 25<sup>th</sup>, and they should be able to finalize the number by then.

Ms. Price added the following to her Deputy Director’s report:

-Staff have met with ODOT – their engineers, consultants, etc., about working with them on driveway widening, while they are installing the multi-use pathway along Cleveland Rd. They have added Ms. Price to their monthly work meetings, to be kept in the loop in the projects progression, etc.

-She reiterated from her report that public meetings may once again be able to be held virtually. The wording currently does not include park districts, but Woody Woodward, Executive Director of Ohio Parks & Recreation Association, is working to have that included. She will keep them updated with any new information.

(4) Commissioner Murray moved to approve both Director’s Reports as presented.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

**OLD BUSINESS**

A. New Nature Center

Was discussed during the Director’s Report.

**NEW BUSINESS**

A. 2023 EMP Local Park Capital Improvement Grant Program Awards, authorization for Ms. Bowman-Moore to complete the contracts.

Ms. Bowman-Moore stated that there was just over \$76,000 requested in grants. We have \$40,000 to distribute. She added that everyone who submitted received something towards their number one project. The judges, who were from different county Park Districts and one from Lake Erie Shores and Islands, deliberated and recommended how the funds should be distributed.

(5) Commissioner Wisehart moved to authorize Ms. Bowman-Moore to complete the 2023 LPCIG contracts.

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

**B. Approval of Resolution 2023-10 Authorization for Filling Out NatureWorks Grant Application**

Ms. Price asked for authorization to apply for the NatureWorks grant. She explained that there is \$14,400 to be distributed in Erie County and that EMP is asking for funds to help build the nature/wildlife window in the nature center. She explained that it is a 75% reimbursement grant, and ODNR requires a resolution when applying for the grant.

(6) Commissioner Wisheart moved to approve the 2023-10 Authorization for Filling Out NatureWorks Grant Application 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 three new special permits to acknowledge and file this month.

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

Second: Commissioner Wisheart  
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 as presented.

(8) Commissioner Wisheart 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 (Approve)**

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

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

**Other (Misc. items from Board or Administration)**

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

- (10) Commissioner Murray moved to adjourn the meeting at 1:28 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 May 10, 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