

Minutes

September 13, 2023

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Miers 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” 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 9, 2023, 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 have received copies of these reports.

(2) Resolution 2023-14: September Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables and a new sheet for the Capital Projects Fund Budget & Expense Year to Date Report via email. She asked the Board if they had any questions. Comm. Miers inquired about the payments to Rachel Wade for electricity and feed. He wondered why Erie MetroParks reimbursed her for electricity and did not pay Ohio Edison directly. Ms. Ferback explained that it was reimbursement for paid bills per the Barnyard contract. She explained their due diligence in checking and verifying the reimbursement items with the required receipts showing proof of payment. It was further explained that Ms. Wade was to pay 6 months of electric service for the Barnyard, not to exceed \$1,000. Comm. Miers stated that we should be paying Ohio Edison, not Ms. Wade. Ms. Price explained that she will be reviewing her contract before the end of the year, and that we can address the issue and change it at that time. Ms. Bowman-Moore added that it had been addressed that way in the current contract to prevent overuse or wasting of electricity.

Next was a discussion of the Capital Project Funds Budget & Expenses Year to Date Report that was sent to the Board via email before the meeting. Comm. Miers and Murray were not satisfied with the information as it was presented.

Discussion ensued, questions arose, and Ms. Ferback explained the sheet, noting \$485,047.54 has been spent to date, and the GMP (guaranteed maximum price) to Turner Construction had not changed at \$4,336,782.

Ms. Ferback also noted there are other outstanding costs that were approved by the board, such as furniture, utilities, etc., that change the overall bottom line cost for the overall project.

Discussion ensued on the refinement of the report. Comm. Miers offered to create an Excel template for Ms. Ferback.

Commissioner Murray moved to approve Resolution 2023-14 Schedule of Payables as presented.

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

(3) Budget Transfer

Ms. Ferback explained that this was needed to cover the expenses due to the storm damage, until reimbursement checks from the insurance adjuster were received. This would cover large payments for tree damage removal, repairs to the pickleball courts, ordering replacement trailers, etc.

Commissioner Murray moved to approve the Budget Transfer as presented.

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT

None

DIRECTOR'S REPORT

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

- The Milan Warehouse has been successfully transferred to the Village of Milan, all paperwork has been completed and filed.

-We have received a pledge to sponsor the naming rights for the indoor nature center area for \$200,000.

-The framing of the footers has been completed on the new building and they are moving to the concrete phase. We are using a zip system and not Tyvek wrapping on the exterior of the building.

-Mr. Westerhold's lawyer is working with our lawyer on the agreement for the donation for the sign out front of the new nature center.

-Jay, Mark, and Amy met with the Heritage Society about the items in the Bicentennial Barn. They have plans to try to sell some items during the Osborn Fall Fest, scrap some items, and keep some items.

-September 18th, the roof replacement of the Bicentennial Barn should begin.

-Ms. Bowman-Moore presented and explained a summary of the storm damage, and what we are expected to receive from our insurance carrier. We have already received a reimbursement check for the pickleball fence repairs.

DEPUTY DIRECTOR'S REPORT

Ms. Price referred to her report sent via email. Ms. Price added the following to her Deputy Director's report:

-Ms. Price expressed that she did not have much to report more than her written report other than she had entered into an agreement with Alex Etchill to assist Erie MetroParks with plans with ODOT for widening park entrances on the east and west end properties of East Sandusky Bay MetroPark.

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

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

OLD BUSINESS

A. Public Art at Wakefield MetroPark

Ms. Price wished to revisit the discussion tabled from last month regarding the public art donation at Wakefield MetroPark. She reached out to the stakeholders, and all were in favor of sticking to the original plan for the park which entailed a small, crushed stone path, native plantings, and benches. Vermilion's Mayor Forthofer explained to Ms. Price that they have adopted a policy of one public art piece per park and since Wakefield MetroPark adjoins Vermilion Main Street Beach, he did not believe that another piece of public art was needed on that property.

(5) Commissioner Miers moved to not accept the memorial donation of a public art sculpture to be placed at Wakefield MetroPark.

Second: Commissioner Murray

Action: Motion carried unanimously with two affirmative votes.

Ms. Price added that she as well as Jay Yochem and Sue Daniel attended a meeting at BGSU Firelands College with administrative members from the college as well as the Arboretum Board regarding the upcoming contract renewal and how to work together going forward. It was a productive meeting and Ms. Price will be working with the college on an addendum to renew the existing contract.

NEW BUSINESS

A. Resolution 2023-15: Resolution to Accept Rates and Amounts

Ms. Ferback explained this is a yearly resolution to accept tax collection from the county.

(6) Commissioner Murray moved to approve Resolution 2023-15 as presented.

Second: Commissioner Miers

Action: Motion carried unanimously with two affirmative votes.

B. Resolution 2023-16: Resolution to declare intent to select depositories.

Comm. Mears asked if this is the one that we do every five years, put notice in the paper, etc. Ms. Ferback stated yes, it is, and we will select from the sealed bids, and report the selection to the Board.

- (7) Commissioner Murray moved to approve Resolution 2023-16 as presented.
Second: Commissioner Mears
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.

- (8) Commissioner Murray moved to acknowledge and file the Special Permit Summary provided.
Second: Commissioner Mears
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.

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

Disposal of Surplus Personal Property & removal from inventory

Ms. Bowman-Moore asked the board to approve the surplus list as presented.

- (10) Commissioner Murray moved to approve the surplus list as provided.
Second: Commissioner Mears
Action: Motion passed unanimously with two affirmative votes.

Other (Misc. items from Board or Administration) (None)

EXECUTIVE SESSION

Commissioner Murray moved to enter Executive Session to consider the following matters: Land Acquisition and Personnel Matters.

- (11) Second: Commissioner Mears
Roll Call: Commissioner Mears: aye
Commissioner Murray: aye
Commissioner Wisehart: excused
Action: Motion passed unanimously with two affirmative votes.

The Park Commissioners entered Executive Session at 2:04 PM and returned to Regular Session at 2:28 PM.

(12) Commissioner Murray moved to increase the payout of Ms. Bowman-Moore’s sick leave by an additional \$8,000 to be paid January 1 through July 1, 2024.

Second: Commissioner Miers

Action: Motion passed unanimously with two affirmative votes.

ADJOURNMENT

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

(13) Commissioner Murray moved to adjourn the meeting at 2:30 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 13, 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” Miers, Chairperson

Date

ATTEST:

Amy Bowman-Moore, Executive Director

Date