

Minutes

June 12, 2024

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 of and approve the draft minutes of the May 15, 2024, meeting.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

FINANCIAL REPORTS

May 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 2024-10: June 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. Miears asked about the payment on page two of \$250 under Other Contractual Services. He asked what it was for. Ms. Ferback explained that it was for the annual credit card fee for the use of the four Mastercard credit cards on one account for staff to purchase items including items online per park policy procedure. Comm. Murray asked that she look into a credit card with no fees. She suggested Civista Bank, as they are the park system’s financial institution.

Comm. Miears inquired about the electric bill situation being resolved. Ms. Price said yes, it is being recorded in the capital project report. Comm. Miears then asked about the \$449.95 purchase labeled sticker promo. Ms. Ferback explained that it was for stickers purchased by the marketing department to hand out to the public as a promotional item. People collect them, put them on cars, water bottles, etc.

Comm. Wisehart asked about the \$9,000 payment for the Welcome Mural. Ms. Ferback explained that it was for one mural, and it was the final installment payment. Comm. Murray asked if that was the total cost. Ms. Ferback explained that she was not positive, and she would look it up and email the board the actual, total cost.

Commissioner Wisehart moved to approve Resolution 2024-010 Schedule of Payables as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

PUBLIC COMMENT

None

DIRECTOR'S REPORT

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

-She will be meeting with Jim Peters, legal counsel, next week to go over all of the title documents received from Hartung.

-She has been in contact with the ODNr grant administrator to file an extension for the state grant.

-We are working on obtaining the final occupancy permit. We are tentatively approved, pending the plumbing inspector's approval.

(3) Commissioner Wisehart moved to approve the Director's Report as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

OLD BUSINESS

A. Building Site Review- Melissa Price

-Ms. Price reported that the job trailer has been removed, Turner is working through the punch list of items from the walk-thru last week.

-We are waiting for information from Erie Blacktop regarding the blacktop work for the front of the building and parking lot, using the ODOT funds. We have been waiting for months to get a quote. Erie Blacktop is one of only three approved ODOT vendors, we are looking into another contractor, and asked if Erie Blacktop would be able to subcontract the job to another local contractor. Discussion ensued and Comm. Wisehart stated that he knew Mr. Wikel from Erie Blacktop and he would reach out to him and see if he could assist us.

-Emerald FX, the company providing the tree experience, stated they should be starting installation next week.

-Brady Sign, who are making the two exterior signs, have completed the signs and have us scheduled for the first week of July for installation.

-Hobbs Lock & Key went out of their way to find another vendor who could provide the key cores we need for all of the doors and will be about three weeks out for installation.

-We are still negotiating on the floor issue. The problems are in the area of the first pour. Turner and A. A. Boos are looking into alternatives to fix the issue.

-The turtle pond, diorama, and other items are in progress, but cannot be completed/ installed until after Turner is finished and turns over the keys to Erie MetroParks.

-We are planning a soft opening for Tuesday, July 30th from 4-6 pm.

B. Hart Billboard Update- Jim Peters

-Mr. Peters stated it has been down. Comm. Wisehart asked how he got it resolved. Mr. Peters stated that after the fourth correspondence, he said show me the paperwork that you have the right to be there, produce a document, lease, etc. Hart Advertising then said they will remove the billboard.

C. ODOT Update- Jim Peters

-Mr. Peters stated that the paperwork is voluminous. The searches went back fifty years. He and Ms. Price will be meeting next week to discuss and look for any points that will need to be addressed. Mr. Peters mentioned that whenever there are two competing entities and it would end up going to court, the greater public interest would prevail. In that instance, if there were any issues with agreements along those properties, that would take the burden off of Erie MetroParks. By the end of next week, Ms. Price and Mr. Peters will have a list of points on what ODOT may need, address, or obtain, i.e., forms, signatures, etc. Then Mr. Peters stated that would be the position we take and have ODOT get the required permissions, etc.

NEW BUSINESS

A. Resolution 2024-11 Facilitate the Transfer of Thunderbird Hills Marsh

Ms. Price explained that we had originally budgeted \$100,000 and were supposed to get all of the Thunderbird Hills property. Then the owners decided to keep the golf course portion and sell the marsh. We asked Western Reserve Land Conservancy to hold the title to the property until after we had passed the levy. We had budgeted \$25,000 for the closing and Ms. Price negotiated down to \$15,000, with Erie MetroParks receiving \$30,000 back for the treatment of invasive plants. She explained that she needed this resolution to authorize her to sign all closing documents on behalf of Erie MetroParks and complete the transfer of property.

Comm. Miears asked what is the value of Erie MetroParks taking possession of the marsh. Ms. Price explained that the marsh is critical for migrating bird habitat, many species of fish, as well as being adjacent to DuPont Marsh, which we currently manage. Discussion ensued when this issue was first presented, approved, etc. as the commissioners were not up to speed on the current situation. Mr. Peters suggested staff look back in the minutes, find the information, and send it to the commissioners. Comm. Wisehart stated that he would like to see the information before voting, and suggested the matter be tabled until the next meeting.

(4) Commissioner Wisehart moved to table Resolution 2024-11 until the July board meeting so the commissioners could review the information on the land transfer.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary NONE

Special Permit Summary (acknowledge and file) NONE

There were no new special permits to acknowledge and file this month.

Credit Card Summary (acknowledge and file)

Ms. Price asked the board to acknowledge and file the Credit Card Summary as presented.

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

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

Disposal of Surplus Personal Property & removal 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,

(6) Commissioner Murray moved to adjourn the meeting at 1:50 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 June 12, 2024, 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:

Melissa Price, Executive Director

Date