

Minutes

July 12, 2024

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Miears called the meeting to order at 1:01 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 Wisehart moved to waive the reading of and approve the draft minutes of the June 12, 2024, meeting.

Second: Commissioner Miears

Action: Motion carried unanimously with two affirmative votes.

PUBLIC COMMENT (Public comment was moved up to accommodate the speakers schedule)

Gary Toll, West Huron Youth Club was present and wanted to thank the Board for EMP’s assistance with the Day in the Outdoors. Mike Wheeler and Rob Dunn were in attendance and had the EMP archery trailer there, providing archery opportunities for the attendees. He also wanted to show their appreciation for the operations staff for fixing the lane leading back to the pond area. There was great weather that day, and approx. 200 kids and families in attendance.

FINANCIAL REPORTS

June 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 2024-12: July 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 also distributed a copy of the Capital Project Fund Income Statement. She asked the board if they had any questions. Comm. Murray had a question on the Schedule of Payables on page six for security services, it was posted to account General Fund Budget 1- account and asked if it should have been posted to Capital Projects Fund Budget 8- account for the nature center. Ms. Ferback referred to the Commissioners to Board Minutes from May 15, 2024, as authorization to post to the General Fund Budget. Comm. Miears stated that it should be part of the Capital Projects Fund as should all expenses related to the nature center. Ms. Ferback requested that if Board would like her to move funds from the

General Fund Budget 1- account into the Capital Projects Fund Budget 8- account to cover and reflect all the expenses with the Nature Center, she would like the Board to make a formal vote to have on record.

Comm. Mears asked Ms. Ferback to change all charges for the new nature center building to the Capital Projects Fund. Comm. Wisheart asked why that security services charge was being taken from the General Fund. Mrs. Ferback explained that after the initial installation, it would be a monthly recurring expense.

Comm. Mears had a question on the Capital Project Budget & YTD Expense sheet. Discussion ensued on what he was referring to and Ms. Ferback explained the formulas, sums, and differences but that she willing to update the sheet. Ms. Price agreed, and they will change anything that is currently on the General Fund that is tied to the Nature Center to the Capital Projects Fund.

(3) Commissioner Murray moved to amend the Capital Projects Fund Report to recognize all expenses occurred for the nature center to be reflected in the Capital Projects Budget, not the General Budget.

Second: Commissioner Wisheart

Action: Motion carried unanimously with three affirmative votes.

Comm. Mears inquired about the large expenditure for Playcore Wisconsin, Inc. Ms. Ferback explained that it was for the purchase of the kit to replace shelter #1, destroyed by the storm, and that it would be reimbursed by our insurance company.

Commissioner Wisheart moved to approve Resolution 2024-12 Schedule of Payables as presented.

Second: Commissioner Murray

Action: Motion carried unanimously with three affirmative votes.

DIRECTOR'S REPORT

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

-The nature center grand opening will be September 21st, during the Osborn Fall Fest. We will have a sneak preview on Wednesday, August 21st from 4-6pm, invites will be going out. Ms. Price distributed the proof that went to Loris Printing for production.

-The tentative plans are to clean out and pack up during the week of July 15th, nature camp the following week, then close the offices down the week of July 29th, to move all offices over to the new nature center.

-The first board meeting in the new nature center building will be in September.

-There has been more turnover, Mike Wheeler is leaving for a position with ODNR- Division of Wildlife. This position will not be posted until fall.

-We have great seasonal staff this year and they are picking up the slack.

-The Erie Metro Live Steamers were featured in a railroad hobby magazine, and it featured our park as well.

Commissioner Miers had a question regarding Ms. Price's Director's Report. He asked if Ms. Price ever found a resolution about the marsh project after the scope changed? In his opinion, once the southern portion of the golf course was no longer included, the scope of the project changed. Ms. Price said that she and her administrative staff looked through old minutes and found the initial vote enabling Ms. Bowman-Moore to represent EMP throughout the process, and Ms. Price produced an email from Ms. Bowman-Moore explaining the changes and reduced the payment to \$25,000. Ms. Price explained that the marsh alone was a \$720,000 project, and she negotiated the price down to \$15,000 for services and closing costs payable to Western Reserve Land Conservancy. More discussion ensued.

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

(4) Commissioner Murray moved to facilitate the sale and transfer of Thunderbird Hills Marsh for \$15,000 to include services and closing fees.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

(5) Commissioner Murray moved to approve the Director's Report as presented.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

OLD BUSINESS

A. Building Site Review- Melissa Price

-Ms. Price reported that Turner Construction has to set the programming for the lights, install carpeting and replace the broken lights in the atrium.

-Loris Printing and Jim's Taxidermy have been working on the diorama.

-Interpretive panels are being finalized through the marketing committee and then will be sent to Loris for printing.

-Hobb's Lock & Key will be installing the door locks.

-Our IT consultant, John Winters, and ABM are working on the Wi-Fi connectivity.

B. ODOT Update- Jim Peters

-Mr. Peters stated that he and Ms. Price weeded through all the title reports and prepared and sent a summary to ODOT outlining each property and who they needed to get consent from, all the parties listed, and then they can come back to EMP and talk further. The ball is now in ODOT's court. The \$2,500 price to Hartung for title fees as well as Mr. Peters time, he is planning to ask ODOT for reimbursement to recoup that money.

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

This was discussed during the Director's Report.

NEW BUSINESS

A. 2025 Preliminary Tax Budget

Ms. Ferback explained that we are required by the Ohio Rev. Code to approve a preliminary tax budget and submit it to the Budget Commission by July 15th each year. The final 2025 Budget will

be presented in early 2025. This action fulfills the statute, and it can be refined at any time. Discussion ensued.

- (6) Commissioner Murray moved to approve the 2025 Preliminary Tax Budget as presented.
Second: Commissioner Wisehart
Action: Motion carried unanimously with three affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary NONE

Special Permit Summary (acknowledge and file)

There were four new special permits to acknowledge and file this month.

- (7) Commissioner Murray moved to acknowledge and file the Special Permit Summary provided.
Second: Commissioner Wisehart
Action: Motion passed unanimously with three affirmative votes.

Credit Card Summary (acknowledge and file)

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

- (8) 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

Commissioner Murray moved to enter Executive Session to consider the following matters: Compensation.

- 9) Second: Commissioner Wisehart
Roll Call: Commissioner Miears: aye
Commissioner Murray: aye
Commissioner Wisehart: aye
Action: Motion passed unanimously with three affirmative votes.

The Park Commissioners entered Executive Session at 2:05 PM and returned to Regular Session at 2:47 PM.

Compensation

- (10) Commissioner Murray moved to approve the new proposed compensation ranges and authorize a 4% Cost of Living increase for all year-round employees, based on their current pay, effective starting July 28, 2024.
Second: Commissioner Wisehart
Action: Motion passed unanimously with three affirmative votes.

ADJOURNMENT

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

- (11) Commissioner Murray moved to adjourn the meeting at 2:51 PM.
 - Second: Commissioner Wisehart
 - Roll Call: Commissioner Miers: 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 July 15, 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" Miers, Chairperson

Date

ATTEST:

Melissa Price, Executive Director

Date