

***Minutes***

**September 11, 2024**

**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

**APPROVAL OF MINUTES**

(1) Commissioner Murray moved to waive the reading of and approve the draft minutes of the August 14, 2024, meeting.

Second:           Commissioner Wisehart

Action:           Motion carried unanimously with three 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 2024-14: September Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables and a new sheet for the Capital Projects Fund Budget & Year to Date Expenses Report via email. She asked the board if they had any questions. Ms. Ferback stated as an answer to their question last month about the price for the dog park fence project, she stated that they would see a payment on page six to Adkins Fence for \$31,136.13 and that was for the tear out and installation of the new fence. Comm. Miears inquired about the payment on page six of \$641.41 for operational materials to Mark Owen Enterprises. Ms. Ferback stated it was for janitorial supplies. Ms. Daniel explained they also do business as the San-Bay Company. Comm. Wisehart asked which animals were sick, alluding to the York Animal Hospital, Inc. payment for veterinarian services on page six. Ms. Ferback explained that she believed it was routine veterinarian services for the Barnyard animals.

Comm. Miears wanted to discuss the capital budget for the new building. He asked why under the broad line item of furniture & fixtures, were their purchases for things such as sand, rocks, etc. Ms. Ferback explained that some original capital improvement purchases in the General Fund were moved to the larger nature center Capital Projects Fund. Project expenses for capital improvement projects, mostly come under the same expense line and that procedure was maintained in the

Capital Projects Fund. Comm. Miears then inquired as to how many more payments we have to Turner. Ms. Ferback explained that we have one for July, another for August, and then they should be completed. Comm. Miears stated that Ms. Price stated that when we were all done, the cost of the building should be approx. \$5 to \$5.1 million dollars, and it looks like there should be approx. \$70,000 left over, he asked if that was still the case. Ms. Price stated that we should still be under when completed, there will be some cost savings with the ODOT paving project, etc.

Comm. Miears inquired as to how much was left in the NCRCPD fund. Ms. Price believed after the sale of recent mitigation credits the available balance increased. Comm. Miears requested the balance of NCRCPD fund, and Ms. Price stated that she would provide it.

Comm. Miears asked when we would close the books on the nature center project. Ms. Price explained that it would be in 2025. We have some grants that are open until 2025, and some projects such as the window on wildlife, outdoor plantings, etc. Comm. Wisehart asked about the stop payment fee on page seven, and if it was for a lost check. Ms. Ferback explained Streaker Tractor Sales did not receive our mailed payment, the payment returned to us, we verified the address and mailed it a second time, and they never received it. Streaker Tractor Sales requested another form of payment. Ms. Ferback responded by order a stop payment on the missing mailed check payment and paid for the service with Mastercard.

Commissioner Wisehart moved to approve Resolution 2024-14 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 noted a few items:

-The were over 100 in attendance at the special preview. Erie Co. Commissioner Steve Shoffner raved about the building and was going to go back and tell the other commissioners about it. He said it was something you would see in a bigger city like Toledo. Everyone in attendance loved it.

-Regarding treating of the marsh in the Chaussee area, the biologists report was that it was eel grass, a very dense vegetation and almost impossible to treat.

-Update on pickleball courts, she met with FAPA board members, they had solicited quotes for repairs and presented them to Ms. Price. The consensus among the FAPA board members, Ms. Price and her senior operations staff was to rebuild/do a complete renovation. It would be extremely expensive, approx. \$450,000 to \$500,000 for the complete renovation of all the courts. We had originally talked about revamping pickleball courts in 2026. We can put some money in capital contingencies in 2025 and hold over for 2026. Comm. Wisehart and Murray inquired if there would be a way to winterize the courts. Discussion ensued and Ms. Price stated that she

would like to bring in a civil engineer to study the site, drainage issues, etc. and see if that is even the best site for the courts. This will be an ongoing discussion.

-Mark Malone has been coordinating with the Huron Fire Department for them to hold county wide fire and rescue training in the Frost Center during the month of October, and then on Nov. 2, they will do the final burn and then Barnes Nursery will clear the site. They are very excited as the normally do not get a chance to train in a larger commercial building.

(3) 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 the following:

-The broken doors have been repaired, plexiglass installed in the displays with some finishing touches still needed, the perimeter has been reseeded, big tree has been installed and waiting on the accessory items for the tree, kids play items have been added around the tree experience.

-The asphalt is scheduled to be completed on Thursday, September 19<sup>th</sup> and to be striped on the 20<sup>th</sup>.

-Ms. Price asked if the commissioners had any questions about the grand opening. She told Comm. Miers that there would be a copy of the schedule and notes, etc. on the podium for him. He will introduce himself, and then Senator Gavarone, after she speaks, he will address the crowd on behalf of the Board and the staff, and then introduce Diane Hahler-Johnson to say a few words. Then Senator Gavarone, the commissioners, Ms. Price, Ms. Bowman-Moore, the Deering's and Ms. Hahler-Johnson will cut the ribbon and officially open the building.

### **B. ODOT Update- Jim Peters**

-Mr. Peters was excused from today's meeting. Ms. Price added that she, Gail Massie (and ODOT subcontractor) and our engineer, Alex Etchill met, and the subcontractor now has our CAD files, and working is continuing on acquiring the concurrences needed. Comm. Miers suggested that Ms. Price draft a letter and have Mr. Peters, our legal counsel review, to any of the donors of those properties to let them know about what is happening at those properties. Ms. Price stated that she would work on drafting the letter and finding the donors, or next of kin.

## **NEW BUSINESS**

### **A. Resolution 2024-15: Resolution to Accept Rates and Amounts**

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

(4) Commissioner Murray moved to approve Resolution 2024-15 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 two new special permits to acknowledge and file this month.

(5) Commissioner Wisehart moved to acknowledge and file the Special Permit Summary provided.

Second: Commissioner Murray

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.

(6) Commissioner Wisehart 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 & removal from inventory NONE

Other (Misc. items from Board or Administration) NONE

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

(7) Commissioner Wisehart moved to adjourn the meeting at 2:00 PM.

Second: Commissioner Murray

Roll Call: Commissioner Mears: 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 September 11, 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" Mears, Chairperson

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Melissa Price, Executive Director

\_\_\_\_\_  
Date