

Minutes

January 15, 2025

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Commissioner Miears called the meeting to order at 1:00 PM in the Margaret M. Murray Conference Room, Roger Johnson Nature 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 December 18, 2024, meeting.

Second: Commissioner Wisehart

Action: Motion carried unanimously with three affirmative votes.

FINANCIAL REPORTS

December 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 2025-01: January Schedule of Payables

Ms. Ferback distributed copies of the Schedule of Payables and the Capital Projects Fund Budget & Year-to-Date Expenses Report via email. She asked the board if they had any questions. She explained that she distributed to them updated pages four and five of the Schedule of Payables and further explained the Tuffman Equipment \$249.75 purchase on page four was corrected to the Small Tools/Minor Equipment line item of the budget and the description of an Amazon \$110.30 purchase for anti-collision decals for the Window on Wildlife was added, that was previously omitted.

Comm. Murray inquired about the Proof of Cash and Fund Balance, and could they see more detail on it? Ms. Ferback would email the Commissioners with the Proof of Cash and Fund Balance detail. Ms. Price and Ms. Ferback explained that they would start providing the detailed report. Comm. Murray also noted that in the General Fund Year End Statement that there was a large carryover in general fund capital outlay projects. Ms. Ferback reminded the Board that back in July per an approved budget revision, projects and funds were transferred into the Capital Projects Fund for the building.

Comm. Mears inquired about the \$66,765 Barnes payment on page one for the Frost Center demolition and why it was not listed under the Capital Projects Fund. He stated that there was a discussion where they all agreed to put all the purchases for the building under that fund. Ms. Price explained that it was not budgeted out of the Capital Projects Fund. She saw it as a separate project from the nature center building. She explained that they could move it into Capital Projects Fund if they would like. Discussion ensued. Ms. Ferback added that she had already certified the 2024 Year End Balances, and the Board agreed to leave the payment as posted.

Comm. Mears asked about the \$424.63 payment on page one to Cumulus Communications. Ms. Ferback explained that it was the hosting services for the phone lines at the Roger Johnson Nature Center (RJNC) and the Maple Grove Center (MGC). She added that Buckeye Broadband hosts our internet services. He then asked about the copier lease payment on page one, was that also for the RJNC, Ms. Ferback replied that it was.

Comm. Murray noted on the Capital Projects Fund the \$159,054.82 final payment to Turner Construction, that it looked like we came in under budget, and Ms. Price stated that yes, we did by approximately 10%. She added that all we had left to pay for from that fund was to finish the Window on Wildlife. Comm. Mears wanted to know when that fund would be at zero. Ms. Price explained that after they completed the Window on Wildlife, they would move any leftover monies back into the General Fund.

(2) Commissioner Murray moved to approve Resolution 2025-01 Schedule of Payables as presented.

Second: Commissioner Wisheart

Action: Motion carried unanimously with three affirmative votes.

PUBLIC COMMENT

Mr. and Mrs. Luman were in attendance. They are new to the area and just came to observe the meeting and learn more about Erie MetroParks. Comm. Mears welcomed them to the area and park system, explaining a bit of our history.

DIRECTOR'S REPORT

Ms. Price sent her report via email in the board packet. Ms. Price added the following:

-Jay Yochem has ordered the native plants for the Window on Wildlife.

-Programs are scheduled out through June and all camps are planned.

-We have posted our seasonal positions, as well as a full-time Park Maintenance Technician to replace Mike Wheeler who resigned last year. All of the seasonal groundskeepers and one of the seasonal camp staff are returning.

-We have closed the community engagement survey, collected all the data, and are now processing it. Ms. Price plans to have a presentation completed and ready to publicize the results by the end of the first quarter.

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

Second: Commissioner Wisheart

Action: Motion carried unanimously with three affirmative votes

OLD BUSINESS

A. Approval of Equipment Replacement for 2025

Ms. Price explained that staff is requesting the purchase of a Toro wide area mower for mowing the athletic fields at Osborn MetroPark. She explained the average life span of a mower like this is 7-10 years and ours is 11 years old: exceeding its useful life. She checked with all the Park Managers and Derek Siesel stated that this is like your family car, and you need it to be dependable and keep it running. Mr. Malone added that refurbishing our current machine with a 90-day warranty would be approximately \$24,000. The sales rep. explained that in comparison, our mower has 2,000 hours on it, that is comparable to 140,000 miles on a vehicle. The new mower would have a one-year warranty on parts, labor, and engine.

Ms. Price spoke with all three park managers separately about their recommendations, and they all agreed. She added that we have a healthy budget now with a large carryover and felt this was a good time to make the purchase. Discussion ensued.

(4) Commissioner Wisheart moved to approve the purchase of a Wide Area Mower for \$90,000.

Second: Commissioner Murray
Action: Motion carried with two affirmative votes.

B. Pickleball Courts

Ms. Price wanted to revisit the repairs to the old pickleball courts 1-4 and tennis courts. She has talked extensively with Jayme Crisone of Firelands Area Pickleball Association (FAPA) about the pickleball courts and attended meetings with contractors looking at the courts. She said they received quotes for up to \$45,000 to use new technology, Right Way Membrane, to repair and coat the surfaces. They usually guarantee for 1-2 years and would extend the life of the courts by 6-7 years. She is concerned that if we wait too long, the repairs could become a much bigger job. She suggested doing it in the fall of 2025 as opposed to waiting until spring of 2026. Comm. Murray expressed that she felt that the courts needed to be repaired before they got any worse. Discussion ensued.

Comm. Miers asked if FAPA is ok with the repairs that Ms. Price is proposing. Ms. Price stated that of course they would like the courts completely replaced, but they will support whatever we decide to do in order to improve the courts.

(5) Commissioner Wisheart moved to approve \$45,000 to use the Right Way Membrane system for the refurbishment of the pickleball courts 1-4 and the tennis courts.

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

NEW BUSINESS

Comm. Miers asked if the following resolutions, 2025-02 through 2025-04 are standard resolutions that we propose at the beginning of the year, to conduct park business. Ms. Price responded that they were. Comm. Miers suggested that the Board make one motion to approve the three resolutions, 2025-02 to 2025-04, with one vote. Comm. Murray made the motion to

approve and adopt the three resolutions that were seconded by Comm. Wisehart and carried by three affirmative votes. They are recorded below.

A. Resolution 2025-02 Dispose of Surplus Personal Property

(6) Commissioner Murray moved to approve Resolution 2025-02 Dispose of Surplus Personal Property as presented.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

B. Resolution 2025-03 Authorize Payments between Meetings

(7) Commissioner Murray moved to approve Resolution 2025-03 Authorize Payments between Meetings as presented.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

C. Resolution 2025-04 Setting Regular & Special Meetings and establishing rules for Board mtgs.

(8) Commissioner Murray moved to approve Resolution 2025-04 Setting Regular & Special Meetings and establishing rules for Board mtgs. as presented.

Second: Commissioner Wisehart

Action: Motion passed unanimously with three affirmative votes.

INFORMATION ITEMS:

Travel & Training Summary NONE

Special Permit Summary (acknowledge and file)

There was one new special permit to acknowledge and file this month.

(9) 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.

(10) 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

Commissioner Wisehart moved to enter Executive Session to consider the following matters: The purchase of property for public purposes, Employee Compensation.

- (11) Second: Commissioner Murray
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 1:45PM and returned to Regular Session at 2:35 PM.

- (12) Commissioner Murray moved to approve \$27,500 for 2025 staff wage increases, retroactive to the first pay period of 2025.
Second: Commissioner Wisehart
Action: Motion carried unanimously with three affirmative votes.

ADJOURNMENT

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

- (13) Commissioner Wisehart moved to adjourn the meeting at 2:39 PM.
Second: Commissioner Murray
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 January 15, 2025, 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