

GEAUGA PARK DISTRICT
AUGUST 14, 2001

The regular meeting of the Geauga Park District Board was held on August 14, 2001, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:35 p.m. President Robert McCullough was in the chair. Board members present were Betty Cope and Mark Rzeszotarski. Employees present were Tom Curtin, Keith McClintock, Paige Hosier, Sylvia Neptune and Eileen Smith. Guests Dick Coyne and Mike Colagiovanni arrived at 6:30 p.m. for discussion with the Board.

ADOPTION OF THE AGENDA

Miss Cope moved to accept the agenda as amended for the meeting.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

APPROVAL OF THE MINUTES

Dr. Rzeszotarski moved that the minutes of July 10, 2001, be approved as amended. Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**FINANCIAL STATEMENT
FOR THE MONTH ENDED JULY 31, 2001**

GENERAL FUND

BALANCE JULY 1, 2001 **546,086.13**

EXPENDITURES **186,118.73**

Personnel	131,756.14
Medicare	1,614.67
Hospitalization/Dental -July	17,233.39
PBX	185.06
Vouchers -July/August	35,329.47

RECEIPTS **31,553.46**

Fees:

Shelters	120.00
Camping	40.00
Kayak/Voyageur Canoe Participants	515.00
Fern Foray Workshop	60.00
Day of Bats	15.00
Eye for Butterflies	6.00
WCNAF Table Fees	330.00
Out of County Program Participant	154.00
Rental Properties	
- McKinnon- Swine Creek house-July	350.00
- Scott - Krehlik House - July	350.00

- Kolar - Burton Wetlands House July	350.00	
- McClintock - Hyde House July	350.00	
-FarMore Farms - Frohring Meadows 1999,2000,2001	4,750.00	
Ameritech Overpayment for unapproved internet charge	239.60	
Insurance Payment- Park Vehicle Accident	1,734.70	
Insurance Payment- Park Vehicle Accident	454.60	
Insurance Refund- continued coverage with company	80.00	
Sales: Gift Cart	932.37	
Art Commission - Nancy Hart	30.00	
Anniversary Concert Musicians' CD's commission	361.00	
Sponsor: WCNAF Transit Service - Eagle America	750.00	
Donation: A & M Citgo for K-9 Unit	250.00	
Sale of Surplus Property at County Auction	6,771.05	
Sale of Surplus Property to Water Resources	2,000.00	
Local Government Funds	6,927.44	
Interest earned	3,632.70	
BALANCE JULY 31, 2001		391,520.86

CONSTRUCTION FUND

BALANCE JULY 1, 2001 **5,719,366.81**

EXPENDITURES **27,860.63**

Vouchers -July/August 27,860.63

RECEIPTS **32,934.53**

Interest Earned 22,521.26

Donations:

TWWNC - Frohring Foundation 10,000.00

TWW - for Sofie Horvath 50.00

TWWNC - Red Raider Fund - Sally Szabo 25.00

TWWNC - J Bergfeld 50.00

Royalties: Cedar Valley Energy 52.05

Royalties: Oxford Oil Co 236.22

BALANCE JULY 31, 2001 **5,724,440.71**

PARK DEBT FUND

BALANCE JULY 1, 2001 **342,252.08**

EXPENDITURES **0.00**

RECEIPTS **1,323.70**

Interest Earned 1,323.70

BALANCE JULY 31, 2001 **343,575.78**

VOUCHER RESOLUTION NO. 15-01

Miss Cope moved the adoption of the voucher resolution, a copy of which is on file in the Park District office so marked Resolution No. 15-01.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

COMMUNICATIONS TO THE BOARD

Tom Curtin received a letter from Dave and Bobbi Victor of Middlefield, complimenting Geauga Park District on the 40th Anniversary Concert held on July 22, 2001, at the Burton Fairgrounds. Mr. and Mrs. Victor have enjoyed Geauga Park District for the last 34 years. They further stated that during this time period Geauga Park District has come a long way.

Tom Curtin received a thank you note regarding the *Crinkleroots*' summer programs "*Just Dig It*" and "*Stream Sifters*". Mrs. Radcliffe thanked the staff and volunteers who helped them discover some of nature's little secrets.

Mr. Curtin reported that the Ohio Department of Transportation sent a letter to the Geauga County Commissioners, with a copy to Geauga Park District. The letter indicated that we have a deadline until June 27, 2003, to acquire the property in the railroad right-of-way. Dr. Rzeszotarski questioned the total amount of acreage for the railroad right-of-way. Mr. Curtin responded that he would make that information available to the Board once accurate surveys have been completed.

Mr. McCullough reported that he had received correspondence from the Lake-Gauga Cardiovascular Health Coalition acknowledging their support of our work in the multi-county project of connecting bike trails.

Mr. McCullough shared a conversation he had with a woman he met at Lake Kelso. This woman was from England. She was delighted to find Lake Kelso and its amenities.

THE WEST WOODS

Capital Campaign – Mrs. Neptune informed the Board of a possible donation of cabinetry for The West Woods Nature Center. Miss Cope inquired as to the quality of the cabinetry and whether this cabinetry was what the Park District was looking for. Sylvia Neptune responded that Tim Kallay had a list of suggested cabinetry that would be acceptable for the Nature Center. This possible donation of cabinetry would fit the needs of The West Woods Nature Center.

Mrs. Neptune updated the Board that the Foundation will be doing an insert in the all-county newsletter mailing of the *Treeline Telegraph* (November/December issue).

The Board was updated that to date the campaign total is almost \$589,000.

Donor Recognition Event

Paige Hosier informed the Board concerning the plans for the donor recognition event in honor of Bill Ginn. Mr. Ginn is the individual who was instrumental in Geauga Park District's acquisition of The West Woods. This recognition event will take place at The West Woods on September 15, 2001, at 3:00 p.m. Ms. Hosier reported that invitations have been prepared for this recognition event, which will include pledge cards for The West Woods. Miss Cope was asked to present a plaque to Mr. Ginn at the dedication ceremony. Ms. Hosier presented to the Board a sample of the signage and verbiage for the plaque. The Board approved the signage.

Change Order No. 3 – Anthony Paskevich & Associates

Tom Curtin presented to the Board Change Order No. 3 in the amount of \$650.00 from Anthony Paskevich & Associates, representing an increase for the design and engineering services for The West Woods Nature Center. Mr. Curtin explained that this increase reflects additional engineering work on the geothermal part of the building.

Mr. McCullough moved to approve the \$650.00 contract increase to the Anthony Paskevich & Associates.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

Wood Siding

The Director explained to the Board that when Tony Paskevich put together specifications for The West Woods Nature Center, they bidded out for shiplap siding. Tom Curtin showed the Board the difference between the shiplap siding and the board and batten siding, Mr. Paskevich's preferred method. Mr. Curtin stated that if we decide to go ahead with the board and batten siding, it would be an increase of \$5,430.00. Dr. Rzeszotarski asked for Tim Kallay's recommendation. Mr. Curtin indicated that Mr. Kallay preferred the board and batten siding and would prepare the change order.

Change Order – Exhibit Concepts, Inc.

Mr. Curtin discussed with the Board the increase in the contract for Exhibit Concepts, Inc. The original contract was in the amount of \$350,000.00. There has been an upgrade in the exhibitry. Mr. Curtin presented to the Board a change order reflecting the new contract price of \$608,000.00. Miss Cope questioned the increase and stated that this contract increase needed to be more specific. Dr. Rzeszotarski recommended approving the increase contingent upon satisfactory documentation for the increase. This would allow Exhibit Concepts, Inc. to proceed with construction.

Miss Cope moved that the change order increase of \$258,000.00 for Exhibit Concepts, Inc. be approved contingent upon satisfactory documentation.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

Construction Schedule

The Board received in their packet prior to the Board Meeting a proposed construction schedule for The West Woods Nature Center. The tentative completion date is July of 2002. Mr. Curtin answered questions from the Board concerning this proposed construction schedule. Tom Curtin indicated that the building would be enclosed by the end of November and exhibits installed by late spring. This proposed construction schedule is weather dependent.

Grand Opening Date

The Director proposed to the Board several suggested dates for The West Woods Nature Center grand opening. There was discussion as to a preview grand opening fundraiser scheduled for October 5, 2002, followed by the Friends Annual Meeting on October 12, 2002. The grand opening for the public has tentatively been scheduled for October 19, 2002.

MEYER CENTER CONSTRUCTION

Change Order No. 1 – Imperial Heating and Cooling, Inc.

Mr. Curtin presented to the Board a change order in the amount of \$2,640.00 for the reduction of the contract amount for clean up services and damages rendered in matters relating to dust control clean up.

Mr. McCullough moved to approve Change Order No. 1 for Imperial Heating and Cooling, Inc. reducing their contract amount by \$2,640.00.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

A.H. Stowe Construction Company

Mr. Curtin updated the Board that Geauga Park District is trying to put a closure on unresolved issues regarding the cabinetry on the first floor and basement and the costs to complete the punch list of what needs to be done. Geauga Park District is in the process of negotiating with the attorney for A.H. Stowe Construction Company for the final payment.

AMENDMENT TO SURPLUS LIST

Mr. Curtin informed the Board that the 1992 GMC Jimmy was added to our surplus list and sent to the County auction for sale.

UNIFORM GUIDELINES

Mr. Curtin included in the Board packet a revised copy of the Uniform Guidelines for their review and comment. The staff should be dressed in appropriate uniforms, especially when they are interacting with the public.

REGIONAL OPEN SPACE UPDATE

Tom Curtin asked the Board to put on their calendar October 12, 2001. The Northeast Regional Open Space Coalition will be hosting a meeting at Lakeland Community College at 9:30 a.m. Various members of the press, political figures and commissioners were invited to go over the survey and projects. They will also be discussing user groups, waterways involving ecology and a question and answer discussion as to how this coalition plans to meet and what they plan to accomplish.

FOUNDATION

Mr. Curtin, Mr. McClintock and the Board discussed with Dick Coyne, Foundation President, and Mike Colagiovanni, Foundation Treasurer, possible ways of working together on future fundraising efforts. There was also discussion as to a process of recommending potential Foundation trustees to the Board. Miss Cope expressed interest in the need to review applicants and their criteria prior to these potential trustees being considered by the Geauga Park District Board. Miss Cope would like the process implemented as stated in the Foundation's Code of Regulations. Tom Curtin suggested receiving a list of potential candidates to be reviewed by the Geauga Park District Board, prior to any commitment by the Foundation Board. Geauga Park District Board is aware that the Foundation Board will be losing two of its members, Dick Coyne and Edith Lerner, due to term limits.

Mr. Coyne and Mr. Colagiovanni presented to the Board an overview of the fiscal history of the Foundation Board and the success of their fundraising efforts. Mr. Coyne also gave an overview of the Foundation's involvement in Wildlife Carving Nature Art Festival, the nature-writing program and the gift cart. He also addressed the Foundation's support with the tax levies and volunteer programs.

PARK UPDATE

The West Woods – Mr. Curtin informed the Board that a few changes will be made to the elevator to allow a safety system that shuts down the elevator should we lose power. There will also be upgrades to the elevator that will include pads and hooks. This will allow the elevator to double

as a freight elevator. The elevator will have an ADA phone. Construction of the footers for the support building will be done by Thursday, August 16, 2001.

B & O Railroad Bridge – Mr. Curtin informed the Board that we asked Richland Engineering to look at the Swine Creek Road bridge for its worthiness. A report from Richland Engineering will be forthcoming.

Maple Highlands Trail – Tom Curtin reported that a request for proposal (RFP) to Richland Engineer has been issued for the design and engineering work for the Maple Highlands Trail staging area scheduled for the area west of Tupelo Pond.

Information to finalize the LPA Agreement with ODOT for the construction of the Maple Highlands Trail has been received. A RFP will be issued to Richland Engineering for this design work. This provides for an engineer’s sign-off for project progress, which is an ODOT requirement.

Landscaping – Plans are in progress for The West Woods Nature Center and the Meyer Center for landscaping.

Big Creek – Mr. Curtin informed the Board that drainage work is being done along the drive from Chestnut Pond down towards Deep Woods. This will allow for a better flow of the water.

Annual Plans of Operation (APO) – Tom Curtin reported to the Board that he will be receiving APOs from the Supervisors and that the Board will have a chance to review them mid-October.

2002 BUDGET
RESOLUTION NO. 16-01

Mr. McCullough moved the adoption of the following Resolution:

WHEREAS, this Board of Park Commissioners in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2002; and

WHEREAS, the Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore be it

RESOLVED, By the Board of Park Commissioners of Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said County the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

Amount to be derived from levies outside 10 M. limitation

General Fund \$6,431,400.00

	Maximum Rate Authorized <u>to be Levied</u>	County Auditor's Estimate of Yield <u>Yield of Levy</u>
Park Current Expense levy authorized by the voters on May 6, 1986 20 years	.70	\$ 837,800.00
Park Current Expense levy and authorized by the voters on November 3, 1992 20 years	1.00	1,548,000.00
Park Current Expense levy and authorized by voters on November 7, 1995 18 years	1.00	1,799,200.00
Park Current Expense levy and authorized by voters on November 7, 2000 20 years	1.00	2,245,600.00

and be it further

RESOLVED, That the Director of this Park Board be and he is hereby directed to certify a copy of this Resolution to the county Auditor of said County.

Miss Cope seconded the Resolution and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

OPRA FALL SECTION MEETING

The Director asked the Board for approval to attend the Fall Section Meeting of the Ohio Parks and Recreation Association (OPRA), which will be held on September 16-17, 2001, in Cuyahoga Falls, Ohio. Mr. Curtin reported that the cost of the seminar would be \$134.00 for registration and \$94.50 for one night's lodging.

Mr. McCullough moved to approve the Director's request to attend the OPRA Fall Section Meeting on September 16-17, 2001, and to pay all expenses incurred therein.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

TRAILS SURVEY

Mr. Curtin suggested the possibility of putting this survey in the November/December newsletter. Mr. Curtin asked the Board if they thought it would be a good idea. Dr. Rzeszotarski suggested to put the survey on the website. Paige Hosier suggested the possibility of placing the survey at the trailheads. Dr. Rzeszotarski questioned what we plan to do with the information gained from the survey. Tom Curtin responded that the Trail Committee has been discussing trail construction and maintenance. The information received from the survey would be a valuable tool to the Trail Committee. We need to build trails creatively and have the ability to maintain these trails. Mr. McCullough suggested doing this survey in conjunction with the National Trails Day in October.

NATURAL RESOURCES ASSISTANCE COUNCIL

Tom Curtin reported that Issue One has passed and Bob Taft has signed the bill making it law. Our state is broken into 19 districts for the administration of this law. Each district will have a representative on the Natural Resources Assistance Council who will work with the Public Works District Integrating Committee. Mr. Curtin advised the Board that we have an opportunity to influence this eleven-person council. We have the ability to nominate people from this area to serve on this Council. The deadline is September 7, 2001. The Director asked the Board if they knew of anyone that might be interested in serving on this Council. Our area includes Ashtabula, Geauga, Lake and Portage counties. Mr. Curtin informed the Board that Mike Stone from the Geauga County Engineers' office is in charge of this committee for our region.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 7:28 p.m. for the purpose of discussing land acquisitions and personnel.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

The Board returned from Executive Session at 8:40 p.m.

LAND ACQUISITION

Miss Cope made a motion for the Director to proceed with the purchase of real property owned by Mahlon D. and Fannie Yoder, located in Middlefield Township known as Permanent Parcel No. 18-087500; and real property owned by Peter and Jean Ruh, located in Chester Township known as Permanent Parcel Nos. 11-291600 and 11-291610.

Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

DEPARTMENTAL REPORTS

Departmental reports from the Supervisors were submitted for the month of July to the Director and a summary sheet was forwarded to the Board in their mailing packet prior to the Board meeting.

The meeting adjourned at 8:45 p.m.

SUNSHINE LAW COMPLIANCE

The rules of the Park Board were complied with by sending notice pursuant to the rules adopted by the Board.

Respectfully submitted,

Thomas G. Curtin, Director

Robert McCullough, President

file: A-minutes 8-14-01