

GEAUGA PARK DISTRICT
FEBRUARY 13, 2001

The regular meeting of the Geauga Park Board was held February 13, 2001, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:38 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, Dan Best, Sherry Bosworth, Amy Chapman, Paige Hosier, Eileen Smith and James Ziemnik. Guest present was Edna Davis.

ADOPTION OF THE AGENDA

Dr. Rzeszotarski moved to accept the agenda as amended for the meeting. Miss Cope 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 January 9, 2001, be approved as amended. Miss Cope 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

Mr. McCullough moved that the minutes of January 25, 2001, be approved as presented. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Abstain
Miss Cope	Yes

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

GENERAL FUND		
BALANCE JANUARY 1, 2001		1,031,448.47
EXPENDITURES		171,375.59
Personnel	113,625.09	
Medicare	1,351.77	
Hospitalization -January	15,566.61	
PBX	185.06	
Vouchers -January/February	40,647.06	
RECEIPTS		41,967.23

Fees:		
Camping Fees	10.00	
Shelter Fees	40.00	
Owl Workshop	210.00	
Wreath Workshop	132.00	
Gourd Workshop	72.00	
Track Books Participants	6.00	
Rental Properties		
- McKinnon- Swine Creek house-January	350.00	
- McClintock - Hyde House - January	350.00	
- Scott - Krehlik House - January	350.00	
- Kolar - Burton Wetlands House January	350.00	
Postage reimbursement	64.00	
GPD Foundation Admin Expenses for 2000	24,600.00	
GPD Foundation Admin Fess for 2001	2,500.00	
Artwork Commission - Klarich & Cty Bus Directory	9.00	
Chardon Muni Court	40.00	
Local Government Funds	5,571.04	
Interest earned	7,313.19	
BALANCE JANUARY 31, 2001		902,040.11
CONSTRUCTION FUND		
BALANCE JANUARY 1, 2001		3,460,005.80
EXPENDITURES		119,881.55
Vouchers- January and February partial	119,881.55	
RECEIPTS		585,770.11
In Lieu Fees: City of Cleveland	565,000.00	
Donation: N. Shrock	35.00	
Donation: Davenport TWWNC	50.00	
Donation: McCullough TWWNC	500.00	
Donation: Lubrizol (matching donation)	100.00	
Donation:R & B Rodgers- Memory of M. Sperry	25.00	
Donation: D & S Menefee TWWNC	25.00	
Donation: Perennial Gardeners TWWNC	500.00	
Donation: C S Wilson TWWNC	55.00	
Interest Earned	19,276.28	
Oxford Oil Co - Royalties	203.83	
BALANCE JANUARY 31, 2001		3,925,894.36
PARK DEBT FUND		
BALANCE JANUARY 1, 2001		1,347.29
EXPENDITURES		0.00
RECEIPTS		1,315.49
Interest Earned	1,315.49	
BALANCE JANUARY 31, 2001		2,662.78

VOUCHER RESOLUTION 02-01

Mr. McCullough moved the adoption of the voucher resolution, a copy of which is on file in the Park District Board office so marked Resolution No. 02-01.

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 reported to the Board that he had written a letter in support of the Farmland Preservation Program. In response to that letter, the Board of County Commissioners of Geauga County informed Mr. Curtin that the Geauga County Board of Commissioners took formal action on January 24, 2001, to designate the County Planning Commission as the agency responsible for planning and implementing the Farmland Preservation Program.

Mr. McCullough shared with the Board that he, Betty Cope, Paige Hosier, Sylvia Neptune, Billie Fox Smith, Betty Root, Nora Hancock and Dr. Britt A. Bunyard of Ursuline College met with John Reid, former maintenance supervisor for ASM, on February 9, 2001. Mr. Reid shared with this audience the history of the ASM property.

2001 BUDGET – FINAL APPROPRIATIONS

RESOLUTION NO. 03-01

The Board reviewed and discussed the 2001 Budget from 4:30 p.m. to 6:30 p.m.

Mr. McCullough moved the adoption of the following resolution:

RESOLVED:

Section I That to provide appropriations for the current expenses and other expenditures of the Geauga County Park District during the fiscal year commencing January 1, 2001 the following sums are hereby set aside and appropriated as follows:

Section II That there be appropriated from the General Park Board
Fund:

63-SO5	PERSONNEL	\$1,632,422.80
63-SO5-H	HOSPITALIZATION	219,262.53
63-SO5-M	MEDICARE	18,965.73
63-SO5-P	P.E.R.S.	230,047.45
63-SO5-W	WORKER'S COMP.	9,000.00
63-SO5-U	UNEMPLOYMENT COMP.	5,000.00
64-SO5	SUPPLIES	91,533.00
65-SO5	MATERIALS	116,986.26
66-SO5	EQUIPMENT	243,979.66
67-SO5	CONTRACTS-REPAIR	18,350.00
68-SO5	CONTRACTS-SERVICE	347,884.12
70-SO5	RENTALS	175.00
71-SO5	ADVERTISING	6,300.00
72-SO5	TRAVEL AND EXPENSES	11,260.00
76-SO5	OTHER	65,485.14

	76A-SO5	CONTINGENCY	138,000.00
	999-SO5	TRANSFERS	<u>3,232,800.00</u>
		TOTAL	6,387,451.69
Section III	That there be appropriated from the Construction Fund:		
	70-Q41	CONTRACTS-SERVICES	\$739,060.00
	71-Q41	CONTRACTS-PROJECTS	3,808,600.00
	72-Q41	LAND ACQUISITION	2,059,000.00
	76-Q41	NOTES	0.00
	77-Q41	OTHER	<u>0.00</u>
		TOTAL	\$6,606,660.00
Section IV	That there be appropriated from the Park Debt Fund:		
	01-O1P	NOTE PAYMENTS	\$675,000.00
	02-O1P	INTEREST PAYMENTS	<u>32,310.00</u>
		TOTAL	\$707,310.00

Ms. 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

THE WEST WOODS

Paige Hosier updated the Board on the progress of the Capital Campaign for The West Woods. She reported that the current total of pledges and donations was \$460,671.85. Ms. Hosier also reported that 38 pavers have been sold and membership total of \$805.00. Paige Hosier informed the Board that the Campaign Committee will be meeting on Monday to set goals.

Prior to the Board meeting, Sylvia Neptune forwarded to the Board a draft of verbiage to be used on the signs at The West Woods. Dr. Rzeszotarski questioned if the donors would have an opportunity to review the signage. Ms. Hosier responded they would. Tom Curtin also suggested that color copies be sent to the donors as a sample of the trail sign. The Board was pleased with the signs and approved the verbiage.

Mr. Curtin informed the Board that bids for The West Woods Nature Center had gone out. Tom Curtin shared with the Board that there have been three addendums to the bid. The bid opening is scheduled for February 20, 2001, at 2:00 p.m. at the Meyer Center.

Miss Cope questioned where are we with the roof for the Nature Center. Tom Curtin responded that he still has several questions and concerns that need to be answered, i.e. how do we stabilize the roof, how to retain material on the roof, and cost per square foot. James Ziemnik also responded to the Board that green roof technology as it relates to slopes is in its infancy. We could have a vegetative roof using non-native plants, but Jim's concern would be with using native plants. He is investigating other options, i.e. a pre-grown mat. Mr. Ziemnik has contacted Katrin Barth, Director of Sustainable Design for HOK, concerning pre-grown mats and green roofs. Ms. Barth did not recommend pre-grown mats. Tom Curtin did bring to the Board's attention that contractors have not received from American Hydrotech specific details in order to prepare a responsive bid. Hydrotech did state that the cost

range for the green roof would be from \$18 to \$20 per square foot. Mr. Curtin did suggest that if the cost for this roof was not acceptable, we might possibly consider a pilot project on the storage building.

CHANGE ORDER NO. 2

Tom Curtin presented to the Board Change Order No. Two from Anthony Paskevich & Associates for an adjustment due to an increase in project scope of The West Woods in the amount of \$60,000.00 for design and engineering services.

Mr. McCullough made a motion to accept Change Order No. Two from Anthony Paskevich & Associates in the amount of \$60,000.00.

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

STONEMWORK

Mr. Curtin would like the Board's approval to send out RFP's to other companies for prices on synthetic stone for The West Woods Nature Center.

Miss Cope made a motion for approval for Mr. Curtin to go out for RFPs for the stonework for the water feature and lobby area at the Nature Center.

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

**MEYER CENTER CONSTRUCTION
OFFICE FURNITURE BID PROPOSAL**

Mr. Curtin reported to the Board that the Park had received four bid proposals for office furniture and workstations for the Meyer Center expansion. Bids were received from the following companies:

US Office Products	\$33,746.85
National Office	\$28,525.00
Western Reserve	\$40,553.75
IBS Inc.	\$22,590.67

Mr. Curtin reported to the Board that both National Office and IBS did not meet the criteria set forth in the bid proposal. US Office Products and Western Reserve did meet the criteria set forth in the bid proposal. Mr. Curtin did recommend to the Board to accept the bid proposal from US Office Products.

Miss Cope made a motion to accept the bid proposal from US Office Products in the amount of \$33,746.85.

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

PETTY CASH
RESCIND RESOLUTION NO. 7-91

Mr. McCullough made a motion to rescind Resolution No. 7-91. Miss Cope 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

PETTY CASH
RESOLUTION NO. 04-01

RESOLVED: That Geauga Park District incurs expenditures that must be reimbursed to employees;

RESOLVED: That these expenditures usually are for a one-time vendor, minimal cost, or vendor will only accept cash;

RESOLVED: That the State Examiner has given authorization to establish a Petty Cash Fund.

THEREFORE, be it resolved that the Geauga Park District Board establish a Petty Cash Fund in the amount of Five Hundred Dollars (\$500.00) that is to be replenished by a voucher made out to "Gauga Park District/Bonnie Bosworth" and that this fund will become effective with the March, 2001, vouchers.

Mr. McCullough made a motion to adopt Resolution No. 04-01. Miss Cope seconded the motion and the roll being called upon the vote resulted as follows:

Mr. McCullough	Yes	
Dr. Rzeszotarski		Yes
Miss Cope	Yes	

WEBSITE

Amy Chapman made a presentation to the Board of an overview of the website. She showed the Board a navigational structure and listed four main informational topics to be included in the website: Nature Lovers, Family, Naturalist and Educator.

Amy Chapman distributed to the Board information concerning web hosting and Internet service. Amy Chapman presented the following three companies and their quotes:

NACS	\$3,360.00/year
RBS/FamSafe	\$1,206.00/year
Simply Connect	\$1,317.00/year

Mrs. Chapman reported to the Board that RBS/FamSafe came highly recommended. Mrs. Chapman recommended to the Board RBS/FamSafe. Dr. Rzeszotarski questioned what are their fees and to make sure there were no hidden costs. Dr. Rzeszotarski suggested that Mrs. Chapman visit several sites to make sure we know what we are getting. The Board was pleased and approved the direction the website was headed.

PARK UPDATES

Jim Ziemiak presented to the Board a sketch of the proposed landscaping for the Meyer Center expansion. Mr. Ziemiak gave the Board a proposed list of plants and ferns/fern allies, as well as perennials. Jim Ziemiak hosted questions and concerns from the Board.

Tom Curtin updated the Board on the Meyer Center expansion. The general contractors are 50% complete; HVAC 75% complete, electrical 60% complete and the security and fire system is 70% complete. Mr. McCullough questioned whether the anticipated completion date of April 30, 2001, was still applicable. Mr. Curtin responded to the Board that some of the drywall is up and in all probability the completion date of April 30, 2001, is attainable.

Mr. Curtin reported to the Board that a gas line for heat at The Rookery was scheduled to be installed. There are also plans to put screening around the propane tank.

Mr. Curtin also updated the Board on the water wells. Tom Curtin reported that membrane tests were performed on the wells at Minnow Pond at Beartown and Maple Grove at Big Creek. A separate test was performed at the sugarhouse at Swine Creek. The tests came up negative. The Director plans to have these wells tested again in the Spring using the same process. Mr. Curtin did contact Kinetico Quality Water Systems. Kinetico did state that they could create a filter system for us. Further investigation would have to be done to make sure this filter system would be the answer to satisfy the Health Department.

SILVER CREEK

Keith McClintock addressed the Board with his intention to go out for RFP's to see what other bioengineering firms had to offer.

Dr. Rzeszotarski moved that Keith McClintock seek Requests for Proposal from bioengineering firms.

Miss Cope 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

K-9 SPONSORSHIP PROGRAM

Tom Curtin updated the Board on Denise Weisbarth's sponsorship proposal for the K-9 unit. The Director reported that several companies have offered cash and in-kind donations to support this project. Denise Weisbarth is seeking approval of the Board to pursue the K-9 sponsorship program.

Mr. McCullough moved that Denise Weisbarth proceed with the K-9 sponsorship program. 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

40TH ANNIVERSARY SPONSORSHIP

Paige Hosier updated the Board on the plans for the 40th Anniversary picnics and concert. There was discussion among the Board, Paige Hosier and Tom Curtin as to the direction of the events for the 40th Anniversary.

AKRON LEASE

Mr. Curtin shared with the Board that he had received the City of Akron lease agreement for Eldon Russell Park. The annual lease cost to the Park District is \$100.00. There were no changes to this lease agreement from the prior year.

RESOLUTION NO. 05-01

CASH DRAWER FOR GIFT CART

As of December 31, 2000, Geauga Park District took over the operations of Tapper's Treasures Gift Cart. The Park District is in the process of opening the gift cart for the year 2001. Mr. Curtin asked the Board for start-up monies for the cash drawer for Tapper's Treasures Gift Cart in the amount of \$200.00.

Mr. McCullough made a motion to approve Resolution No. 05-01 for start-up monies in the amount of \$200.00 for Tapper's Treasures Gift Cart.

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

SURPLUS PROPERTY

Mr. Curtin reported to the Board that we have two items that the Park would like declared as surplus property. Both items would be donated to the Burton Police Department. The items are a CM-18 apparatus and a concrete containment system.

Dr. Rzeszotarski made a motion to declare the CM-18 apparatus and the concrete containment system as surplus property.

Miss Cope 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

EXECUTIVE SESSION

Mr. McCullough made a motion to go into executive session at 7:17 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

LAND ACQUISITIONS

Dr. Rzeszotarski made a motion for the Director to proceed with negotiations regarding property in Chester Township.

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 January to the Director and a summary sheet was forwarded to the Board in their mailing packet prior to the Board meeting.

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

Robert McCullough

file:A:Minutes 2-13-01