

GEAUGA PARK DISTRICT  
MINUTES  
January 16, 2007

The regular meeting of the Geauga Park District Board was held on January 16, 2007 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 3:30 p.m. President Robert McCullough was in the Chair. Board member John Leech was present.

Employees present:  
Tom Curtin, Executive Director  
Keith McClintock, Deputy Director  
Leslie Bednar, Development Officer  
Sherry Bosworth, Business Affairs Director  
Joel Firem, Ranger  
Kathy Hanes, Executive Secretary  
John Hayhurst, Lt. Ranger  
Paige Hosier, Marketing Director  
Larry McKinnon, Sgt. Ranger  
John Oros, Natural Resource Manager  
Robin Pilarczyk, Human Resources Manager  
Paul Pira, Park Biologist  
Dru Siley, Park Planner  
Dennis Sloan, Ranger  
Tom Salo, Park Manager  
Robert Urban, Chief Ranger  
Aaron Young, Planning Director

Visitors present:  
John Ralph  
Mrs. Stinchcomb  
Scott Haumesser

Gauga Park District Foundation Representative: Pat Leech

**APPOINTMENT OF BOARD MEMBER**

**IN THE MATTER OF:** ) JUDGE CHARLES HENRY  
**THE APPOINTMENT OF A** )  
**PARK BOARD MEMBER TO THE** )  
**GEAUGA PARK DISTRICT** ) JOURNAL ENTRY

On the 20<sup>th</sup> day of December, 2006, the Court appoints John Leech to a three year term on the Geauga County Park District Board of Commissioners commencing January 1, 2007 and ending on December 31, 2009.

Before entering upon the performance of his duties, said Commissioner shall take an oath to faithfully perform his duties of office and shall post bond for the faithful performance of the duties of office in a sum of Five Thousand Dollars (\$5,000.00). Such bond shall be approved and filed with the auditor of Geauga County.

The Commissioner herein appointed shall serve without commission, but shall be allowed actual and necessary expenses incurred in the performance of duties. This appointment is made in accordance with Ohio Revised Code Section 1545.05.

IT IS SO ORDERED.

CHARLES E. HENRY, PROBATE JUDGE  
December 20, 2006

**ADOPTION OF THE AGENDA**

Mr. McCullough moved to accept the agenda for the meeting.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Absent

Dr. Rzeszotarski arrived at 3:36 p.m.

**ADOPTION OF THE MINUTES OF DECEMBER 12, 2006**

Mr. McCullough moved to accept the minutes of December 12, 2006 as corrected.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**ADOPTION OF THE MINUTES OF DECEMBER 16, 2006**

Mr. McCullough moved to accept the minutes of December 16, 2006 as written.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**ELECTION OF OFFICERS**

President Robert McCullough relinquished the chair to Mr. Curtin for the purpose of conducting election of officers.

Mr. Curtin asked for nominations for the Office of President. Dr. Rzeszotarski moved to nominate Mr. McCullough for Office of President. Mr. Leech seconded the motion.

Mr. Curtin asked for nominations for the Office of Vice-President. Mr. McCullough moved to nominate Dr. Rzeszotarski for the Office of Vice-President. Mr. Leech seconded the motion. There being no further nominations, the Chair declared the nominations closed. The roll being called upon its adoption, the vote resulted as follows:

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**INTRODUCTION OF GUESTS**

Mr. Curtin acknowledged the presence of Scott Haumesser and John Ralph.

**Geauga Park District**  
**FINANCIAL STATEMENT MONTH ENDED**  
**DECEMBER 31, 2006**

**GENERAL FUND**

<b>BEGINNING FUND BALANCE DECEMBER 1, 2006</b>	<b>1,954,231.62</b>
<b>EXPENDITURES &amp; OTHER USES</b>	<b>391,005.39</b>

Personnel	173,129.30
Medicare	2,434.78
Dental /Hospitalization	34,717.42
PERS	24,206.35
Vouchers	156,517.54

<b>REVENUES &amp; OTHER SOURCES</b>	<b>50,365.80</b>
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General Tax Collections

- Personal Property Tax	19,523.81
- Grants	1,755.00

Gifts & Donations

- Geauga Park District Foundation - Paver transfer (\$83)	
- Geauga Park District Foundation - Nature Scopes transfer (\$350)	
- Geauga Park District Foundation - Bio-Centennial transfer (\$250)	
- General program donation - Daisy troop #677 (\$25)	
- General program donation - Geauga Walkers (\$40)	
- In honor of Bob McCullough - McCullough, Barb & Ed - (\$100)	
- In honor of Dr. Reeser - Botos, C Doug & Susan - (\$100)	
- In Memory of Dave Imhof - Imhof, Ellen Joyce (\$2,000)	
- Trail maintenance - Donaldson, Caroline - (\$5,008.10)	

Fees

- Programs - Schools - Out-of-County	625.00
- Facility Utilities	425.00
- Workshops - Greens	160.00

Sales

- Tapper's Treasures - MC	638.88
- Tree Tops - TWW	1,709.97
- Credit Card - All Facilities	1,221.20
- Water Vending Machine Sales - TWW	29.00

Rental Properties

- Swine Creek house - Harry	400.00
- Burton Wetlands House- Kolar	400.00
- Hyde House - McKinnon	400.00

<u>Other Receipts</u>		
Citation Disbursement	126.00	
Parking Ticket Collections	5.00	
Recycling Proceeds	34.07	
Local Government Funds	5,666.90	
Miscellaneous Receipts	75.00	
- K-9 purchase - Henning, Kathy - (\$1)		
- Auction proceeds - Various patrons (\$74)		
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2006</b>		<b>\$ 1,613,592.03</b>
<b>LAND IMPROVEMENT FUND</b>		
<b>BEGINNING FUND BALANCE DECEMBER 1, 2006</b>		<b>4,148,337.94</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>262,280.04</b>
Vouchers	262,280.04	
<b>REVENUES &amp; OTHER SOURCES</b>		<b>37,224.35</b>
<u>Investment Income</u>	17,761.22	
<u>Gifts &amp; Donations</u>	18,445.01	
- Geauga Park District Foundation - Observatory transfer (\$18,054.26)		
- Cleveland Foundation - Affelder Trust interest (\$390.75)		
<u>Royalties</u>		
- Oxford Oil Co - Swine Creek	302.45	
- Cedar Valley Energy - Hehmeyer property	404.09	
- Range Resource Energy - Hart property	72.81	
- Range Resource Energy - Sunnybrook property	215.51	
- Power Gas - Farley property	23.26	
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2006</b>		<b>\$ 3,923,282.25</b>
<b>RETAINAGE FUND</b>		
<b>BEGINNING FUND BALANCE DECEMBER 1, 2006</b>		<b>198,748.95</b>
		<b>0.00</b>
Vouchers	0.00	
		<b>852.21</b>
Transfer from Land Improvement Fund	0.00	
<u>Investment Income</u>	852.21	
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2006</b>		<b>199,601.16</b>

**VOUCHER RESOLUTION NO. 01-07**

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 01-07, a copy of which is on file in the Park District office.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**COMMUNICATIONS TO THE BOARD**

Mr. Curtin shared the following communications with the Board:

Betty Cope sent a letter expressing appreciation to the staff for the recognition, gifts, and letters she received upon her retirement from the Park Board.

Kelly Ridehall, who recently visited the Bio-Centennial Exhibit with her six-year old son, commended the Park staff on the quality and creativity of the Exhibit.

**OPEN TO PUBLIC**

Mr. Curtin opened the floor to the members of the public present at the meeting. There were no comments.

**APPOINTMENT OF RANGER, RESOLUTION NO. 02-07**

Mr. McCullough made a motion for the adoption of the following resolution, so marked Resolution No. 02-07:

RESOLVED, that in accordance with Section 1545.13 of the Ohio Revised Code, Scott Haumesser be appointed as Ranger of Geauga Park District, and

RESOLVED, that this appointment be effective on the date January 16, 2007.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

Mr. Curtin called Scott Haumesser forward and administered to him the Oath of Office.

**REVIEW OF MISSION STATEMENT AND PARK PHILOSOPHY**

The Board reviewed the current Mission Statement and Park Philosophy.

Dr. Rzeszotarski moved to accept the policy as written.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**TRAIL ACCESS POLICY AND STANDARDS**

Mr. Curtin presented the Trail Access Policy and Standards to the Board for review. The policy will be used as a guide for individuals from whom we have purchased right-of-way property, as well as any other neighboring parcels seeking access to The Maple Highlands Trail. After questions were answered satisfactorily, there was no further discussion.

Mr. Leech moved to accept the policy as amended.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**CUTTER OIL AND GAS EXPLORATION**

Mr. Curtin presented several lease options for Bessie Benner Metzenbaum Park as proposed by Cutter Exploration, Inc.: 1) if the Park's acreage is unitized with Metzenbaum School as non-drill acreage, Cutter Exploration would pay the Park District a proportional share of 15% of the proceeds 2) if two wells are drilled, one on Metzenbaum and one on Park property, the Park District would receive 15% of the royalties and a proportional share of Metzenbaum well royalties. The maximum allowable usage would be 300,000 cubic feet and a stipend would be given if the maximum was not used. Mr. Curtin was asked by the Board to have legal counsel review the document. No further action was taken.

**PARK UPDATE**

**Wildlife Management:** Since November 16, 2006, two deer (both does) have been harvested, one at Bass Lake Preserve and the other at Becvar Preserve.

**Camp Chickagami:** After a review by the Ohio Environmental Protection Agency, it was determined that the septic system does not meet current EPA standards. A recommendation was made to collapse and grade over the existing septic tank. Mr. Curtin will explore the cost of removing the old septic tank and replacing it with a new system, as per the EPA mandate.

**Bass Lake Preserve:** Bid advertising for boat launch and parking improvements will take place in early February. The bid opening is scheduled for February 27, 2007.

**Beartown Lakes Reservation:** Bid advertising for improvements to Lower and Middle Bear will begin on February 6, 2007. Bid opening is scheduled for February 27, 2007.

**Frohring Meadows:** Bidding has begun. To date, nineteen bid packages have been sent out. Bid opening is scheduled for January 23, 2007.

**Hyde Dam:** Design proposals have been sent out. A final selection will be made on February 2, 2007.

**Marketing:** The Podcasts, featuring Ansel's Cave, Silver Creek Restoration, and Brook Trout Habitat Preservation, are now available for download from iTunes. The Marketing Department will provide a link for the download on the Park website.

Area school superintendents and students from Kenston Schools have been invited to attend two Open Houses being held at The West Woods. These events, scheduled for January 16 and January 24, 2007, will encourage student participation in the Bio-Centennial Exhibit. *Enviro-thon* participants from Kenston Schools will serve as guides.

**GEAUGA PARK DISTRICT FOUNDATION REPORT**

Mrs. Leech reported that the Foundation’s “Launch 2007”, an orientation and training session, is scheduled for January 27, 2007. The Foundation would like to increase the membership of the Board and asked that names of potential trustees be forwarded to Mrs. Bednar, Geauga Park District Development Officer.

**2007 Small Research Grants**

Mr. Curtin presented the 2007 Small Research Grants for review. A panel of Geauga Park District staff met to discuss and score each proposal. Five proposals, totaling \$11,431.80, were recommended for Board approval:

*Metal Toxicity and Population Declines in Rana sylvatica and Ambystoma jeffersonianum Complex in NE Ohio*  
Submitted by: Dr. Timothy O. Matson  
Amount: \$3,000.00      Timeframe: One Year

*Geographic Distribution and Preferred Habitats of Marbled Salamander (Ambystoma opacum) Populations on Geauga Park District Lands*  
Submitted by: Jonathan White  
Amount: \$2,690.30      Timeframe: One Year

*Comparative Study of Plant Communities Found in Mowed, Burned, and Untreated Areas in Burton Wetlands, Swine Creek Reservation and Eldon Russell Park*  
Submitted by: Dr. Samuel Mazzer  
Amount: \$3,000.00      Timeframe: Two Years

*Distribution, Location and Abundance of Bobcat (Lynx rufus), Red Fox (Vulpes vulpes), Grey Fox (Urocyon cinereoargenteus) and Black Bear (Ursus americanus) on Geauga Park District Lands*  
Submitted by: Judy Semroc  
Amount: \$2,291.50      Timeframe: Two Years

*Maintaining Populations of Hemlock (Tsuga) and Restoring Populations of Chestnut (Castanea) in Geauga Park District*  
Submitted by: Francis G. Stehli  
Amount: \$450.00      Timeframe: One Year

Mr. McCullough moved to approve the 2007 Small Research Grants.  
Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. Leech                      Yes  
Mr. McCullough              Yes  
Dr. Rzeszotarski              Yes

**2007 BUDGET – DRAFT**

The 2007 Budget Draft was presented to the Board for review. The Board asked for clarification on a number of items. After receiving satisfactory responses, there was no further discussion. The final budget will be presented to the Board at the February 13, 2007 meeting.

**DECLARATION OF SURPLUS PROPERTY**

Mr. Curtin reviewed the list of surplus property slated for disposal or auction. Items to be auctioned include: concrete mixer, sap storage tanks, HP DeskJet printer, and Epson Stylus Printer. Items to be destroyed include: S-10 pickup truck horn, flue pan, and fax/phone.

Mr. Leech moved to approve the Declaration of Surplus Property list.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**KAPLAN ESTATE DONATION**

A donation of \$238,434.88 has been received from the Kaplan estate. Mr. Curtin advised the Board that there were no restrictions on the donation and recommended that the funds be used for the construction of Observatory Park.

Mr. McCullough moved to approve the Kaplan estate donation.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**DEDICATION OF GIFT SHOP REVENUE TO EXHIBITS**

Mr. Curtin recommended that gift shop revenue be applied to future Park exhibits and asked the Board for their consideration. The funds would provide seed money for the 2009 Biannual Exhibit. Dr. Rzeszotarski suggested that a plaque be placed in each gift shop with the wording “proceeds from all sales are used to fund future exhibits”.

Mr. McCullough moved to approve the dedication of gift shop revenue for the Biannual Exhibit.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**EXECUTIVE SESSION – ROLL CALL**

Mr. McCullough moved to go into Executive Session at 4:37 p.m. for the purpose of discussing land acquisition and employee disciplinary measures.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

The Board returned from Executive Session at 5:50 p.m.



**LAND ACQUISITION**

**DEED OF CONSERVATION EASEMENT – PINEBROOK PROPERTY**

Mr. McCullough moved to sign the Deed of Conservation Easement for the Wetland Reserve Program anchor easements at the PineBrook property in Montville Township.

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

Mr. Leech	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

Mr. McCullough signed the agreement on behalf of the Board.

**REPORTS FROM COMMITTEES OF THE BOARD**

**Cleveland Foundation Endowment Fund:** The instrument of conveyance needs to be amended to permit the withdrawal of funds held by the Cleveland Foundation. Mr. Curtin will plan for a meeting of Foundation trustees to discuss the issue. A discussion was had by the Board regarding the viability of the Geauga Park District Foundation establishing its own fund at the Cleveland Foundation.

**REPORTS OF OFFICERS AND EMPLOYEES OF THE BOARD**

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

**CHANGE OF BOARD MEETING DATE**

Due to scheduling conflicts, the April Board Meeting was changed to April 17, 2007.

The meeting adjourned at 6:02 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,

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Thomas G. Curtin, Executive Director

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Robert McCullough, President