

**GEAUGA PARK DISTRICT
MINUTES OF BOARD MEETING
JANUARY 8, 2002**

The regular meeting of the Geauga Park District Board was held on January 8, 2002, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:30 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, Sherry Bosworth, Amy Chapman, Shawn Harry, Paige Hosier, Phil Gingrich, Sylvia Neptune, Eileen Smith and Shane Wohlken. There were no guests present.

APPOINTMENT OF BOARD MEMBER

**In the matter of the Appointment of a) JUDGE CHARLES E. HENRY
Park Board Member to the)
Gauga County Park District) JOURNAL ENTRY**

On this 18th day of December, 2001, the Court reappoints Robert McCullough of 14455 North Cheshire, Burton, OH 44021, to a three-year term on the Geauga County Park District commencing on January 1, 2002 and ending on December 31, 2004.

Before entering upon the performance of his duties, said Commissioner shall take oath to faithfully perform his duties of office and shall give 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 compensation, but shall be allowed his actual and necessary expense incurred in the performance of his duties. This appointment is made in accordance with Ohio Revised Code Section 1545.05.

IT IS SO ORDERED.

CHARLES E. HENRY, PROBATE JUDGE

ELECTION OF OFFICERS

President McCullough relinquished the chair to Director Tom Curtin for the purpose of conducting the election of officers.

For the office of President:

Miss Cope moved to nominate Robert McCullough for the office of President. Dr. Rzeszotarski 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:

| | |
|------------------|---------|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Abstain |

For the office of Vice President:

Mr. McCullough moved to nominate Betty Cope for the office of Vice President. Dr. Rzeszotarski 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:

| | |
|------------------|---------|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Abstain |
| Mr. McCullough | Yes |

Mr. McCullough thanked everyone for his or her continued support.

ADOPTION OF THE AGENDA

Mr. McCullough 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:

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

ADOPTION OF THE MINUTES

Dr. Rzeszotarski moved that the minutes of December 11, 2001, be approved as amended.

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

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

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

GENERAL FUND

BALANCE DECEMBER 1, 2001

1,232,060.32

EXPENDITURES

222,591.84

| | |
|----------------------------|------------|
| Personnel | 128,490.01 |
| Medicare | 1,547.92 |
| Hospitalization/Dental | 16,663.85 |
| PBX | 370.12 |
| Vouchers –December | 57,336.82 |
| Transfer to Park Debt Fund | 18,183.12 |

RECEIPTS

60,900.66

Fees:

| | |
|-------------------------------|--------|
| Rookery Heat fees | 120.00 |
| Meyer Center Room Reservation | 50.00 |
| Greens Workshop | 17.00 |

Rental Properties

| | |
|--------------------------------------|--------|
| - McKinnon- Swine Creek house-Dec. | 350.00 |
| - Scott - Krehlik House - Dec. | 350.00 |
| - Kolar - Burton Wetlands House Dec. | 350.00 |
| - McClintock - Hyde House Dec. | 350.00 |

| | |
|------------------|--------|
| Sales: Gift Cart | 307.27 |
|------------------|--------|

| | |
|-----------------------|-------|
| Citation Disbursement | 39.00 |
|-----------------------|-------|

| | |
|-------------------------|-------|
| Vending Machine revenue | 16.50 |
|-------------------------|-------|

| | |
|------------------------|----------|
| Local Government Funds | 4,905.69 |
|------------------------|----------|

| | |
|------------------------------|--------|
| 2-1/2% Manufactured Home Tax | 565.05 |
|------------------------------|--------|

| | |
|--------------------------------|-----------|
| 2nd Half Personal Property Tax | 51,540.16 |
|--------------------------------|-----------|

| | |
|-----------------|----------|
| Interest earned | 1,939.99 |
|-----------------|----------|

BALANCE DECEMBER 31, 2001

1,070,369.14

CONSTRUCTION FUND

| | | |
|--|------------|---------------------|
| BALANCE DECEMBER 1, 2001 | | 5,075,547.63 |
| EXPENDITURES | | 369,386.65 |
| Vouchers –December | 369,386.65 | |
| RECEIPTS | | 26,684.17 |
| Interest Earned | 12,585.83 | |
| Donations: | | |
| TWWNC -Bob & Mary McCullough | 500.00 | |
| In Lieu Fees: Hoffman Development-Ruh Property | 13,500.00 | |
| Royalties: Cedar Valley Energy | 1.64 | |
| Royalties: Oxford Oil Co | 96.70 | |
| BALANCE DECEMBER 31, 2001 | | 4,732,845.15 |

PARK DEBT FUND

| | | |
|--|------------|-------------------|
| BALANCE DECEMBER 1, 2001 | | 687,732.80 |
| EXPENDITURES- Park Debt Payment | 707,310.00 | 707,310.00 |
| RECEIPTS | | 19,577.20 |
| Interest Earned | 1,394.08 | |
| Transfer from S05 General Fund | 18,183.12 | |
| BALANCE DECEMBER 31, 2001 | | 0.00 |

VOUCHER RESOLUTION NO. 01-02

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

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

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

COMMUNICATIONS TO THE BOARD

Tom Curtin reported that he received a letter from Tracy Jemison, Geauga County Auditor, commending Geauga Park District on the retirement of the Park District's debt this year. The letter further stated, "the elimination of this debt allows for tax dollars earmarked for our parks to actually be used in projects versus interest."

Mr. Curtin shared correspondence he had received from Governor Bob Taft. The Governor complimented the Park District on the quality of both the 40th Anniversary magazine and video.

40/40 HIKES

As one of the promotions for Geauga Park District celebrating its 40th Anniversary, the Park District encouraged the community to enjoy the parks by taking hikes. Both formal and informal hikes were offered. Record cards were given to the participants to keep track of their miles. Once they reach the 40 mile marker, a "40/40" pin was award to the participant. A final list of participants will be published in our March-April newsletter.

Our 2002 formal hiking program, *Hike the Habitats*, has had a good turnout. These hiking programs will continue this year.

AFFELDER HOUSE

Mr. Curtin stated that several improvements to the house, septic, power lines and road would have to be made to the Affelder house in order to make it more functional for park use. If these improvements are to be made, we wanted to allow funds for it in this year's budget. Miss Cope inquired whether we would be interested in entertaining the idea of renting the Affelder house out to the public.

SIGN MAKING MACHINE

Tom Curtin and Shawn Harry, Sign Technician, shared with the Board cost information for purchasing a sign machine. It is estimated that the machine will cost \$25,000.00. Mr. Harry reported that Stark County Park District contracts with a private firm that utilizes similar type of sign machine. The Board questioned Mr. Harry as to how many signs are made per year. Mr. Harry responded that during the last two weeks, 60 signs were made. Currently, the Park District has approximately three signs per trail. Geauga Park District has 40 miles of trails. The advantage of a sign machine would be that it could make signs with other types of materials, other than wood. It was questioned whether we can rent out our services to other agencies.

BUDGET PLANNING

Tom Curtin presented to the Board a draft of the 2002 budget. Mr. Curtin reviewed a few "high ticket items" that will be in the 2002 budget. These items are an accounting software package, the previously approved increase to The West Woods Nature Center exhibits and land acquisition for the bike trail. If the Board has any questions, additions or concerns, they are to notify Mr. Curtin in the near future so the final budget would be ready for approval at the February Park Board meeting.

FUNGAL DIVERSITY GRANT

Mr. Curtin reported that the grant report on fungal diversity would appear in the Ohio Journal of Science. Dr. Rzeszutowski stated that this report contained good findings and was diverse. This report could be used internally as well as externally.

THE WEST WOODS

Campaign Update – Sylvia Neptune reported to the Board that the current campaign total is \$748,399.51.

Mrs. Neptune shared with the Board a poster done by Carol Prior. This poster is an "impressionistic view of Ansel's Cave". This poster could be used as a promotional piece for The West Woods Nature Center's grand opening. The Board agreed that it could be used for this activity. The Foundation's purpose for the grand opening fundraiser for the new Nature Center will be to establish an exhibit maintenance fund. Miss Cope suggested that upon talking to the co-chairs, Pat and John Leech, that a specific purpose for the donations be established. The Foundation will provide inserts for the Park District's newsletter in the spring and fall to promote the sale of the pavers and the Foundation membership. Sylvia Neptune also stated that the Foundation intends to transfer \$190,000 to the Park District this year. The stocks that the Foundation has in its possession will be liquidated and the Foundation's policy will be to liquidate any stocks upon receipt in the future.

Construction Update

Mr. Curtin reported that The West Woods Nature Center is 30% complete. The masons have completed the walls necessary to install roof-framing members and roof sheathing is at 10% complete. The plumbing is 25% complete, HVAC is 15% complete and the electrical is 5% complete. Geothermal well pressure testing is at 70%. Five lines to the building will be complete by the end of this week.

Mr. McCullough reported that he visited The West Woods Nature Center on Saturday, January 5, 2002. Mr. McCullough expressed his interest in the explanation from Tony Paskevich as to why the walls of The Nature Center bowed and whose responsibility was it. Mr. Curtin stated that both

the engineer and the contractor are responsible. The Park has pictures documenting the problem.

CHANGE ORDER NO. 3 – J.G. JOHNSON CONSTRUCTION COMPANY

Mr. Curtin presented to the Board Change Order No. 3 from J.G. Johnson Construction Company in the amount of Eight Hundred Thirty Three Dollars (\$833.00). This increase to the contract represents the adding of hooks and protective pads to the elevator cab interior and a plumbing revision to add one floor drain for the interior water feature in the observation room.

Mr. McCullough made a motion to approve J. G. Johnson Construction Company's Change Order No. 3 in the amount of Eight Hundred Thirty Three Dollars (\$833.00) for the changes.

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

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

PARK UPDATES

Meyer Center – Mr. Curtin reported that the arbitration with A. H. Stowe Construction Company has been scheduled for February 20, 21 and, if needed, February 22, 2002. The location of the arbitration is on the west side of Cleveland. The arbitrator is an architect. Our legal counsel is pleased with the choice in arbitrators. Mr. Curtin stated that he, Timothy Kallay, Jerry Holzheimer, James Ziemnek and counsel, David Ondrey, would be preparing for this arbitration.

Big Creek Maintenance Shop – Tom Curtin reported that the expansion for the Big Creek Maintenance shop is in the planning stages.

Maple Highlands-North – Tom Curtin reported that we would be bidding out on the construction of the bike trail (North).

Bridge Road – The Director reported that there might be a possible encroachment on park property.

Spring Brook – Mr. Curtin reported that this project is currently with the Ohio Division of Natural Areas and Preserves. There may possibly be a delay in this project due to their budget and staff cuts.

Best Preserve – Shawn Harry showed the Board his proposed design for the waterfowl display at Best Preserve. Flambeau of Middlefield will donate waterfowl decoys. The plan is to have these panels in place for spring migration. Dr. Rzeszotarski stated these were great marketing tools.

APPOINTMENT OF LEGAL COUNSEL

Mr. Curtin informed the Board that legal counsel for Geauga Park District must be appointed each year. In October, Mr. Curtin sent out letters to 13 law firms requesting proposals for legal counsel. Mr. Curtin received four responses to his proposals: Benesch, Friedlander, Coplan & Aronoff; Dinn, Hockman, Potter & Levy; Thompson Hine and Thrasher, Dinsmore and Dolan. Mr. Curtin stated that the hourly rates were comparable. He did not feel it was necessary to change counsel at this time. Tom Curtin recommended that legal counsel for the upcoming year would be Thrasher, Dinsmore and Dolan. The hourly rate for services rendered will be One Hundred Fifty Dollars (\$150.00) for the year 2002.

Mr. McCullough moved to appoint Thrasher, Dinsmore and Dolan as legal counsel for Geauga Park District for the year 2002 at the hourly rate of One Hundred Fifty Dollars (\$150.00) per hour. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

TELECOMMUNICATIONS COMMITTEE

Amy Chapman, Marketing Assistant, and Shane Wohlken, GIS Operator, presented to the Board information regarding telecommunications between the Meyer Center and The West Woods Nature Center. Currently, this committee has been meeting with telecommunications companies gathering information. The committee has several objectives: ability to connect and easily transfer communications between locations; individual extensions for each staff and/or workstation; voicemail for key people and county-wide local accessibility on all incoming calls—Cleveland/Lake County local accessibility for going calls. The data networking system could still have one centrally located server located at the Meyer Center. Mrs. Chapman and Mr. Wohlken presented to the Board the “pros” and “cons” of the various choices to proceed with. Dr. Rzeszotarski was very firm in his statement that he did not want to see towers placed on any Park District property. The Committee will continue in their findings and bring more information back to the Board.

OPRA CONFERENCE

Mr. Curtin updated the Board on the Ohio Parks and Recreation Association (OPRA) conference to be held in Cleveland from February 9, 2002, through February 13, 2002. Mr. Curtin encouraged the Board to review the OPRA schedule and to attend Sunday evening’s awards ceremony. Paige Hosier reported that Geauga Park District would be receiving several awards.

Because of the OPRA conference, the Director asked the Board to consider changing the date of the February Board Meeting, as it would conflict with the OPRA conference. The Board was in agreement and scheduled the February Board Meeting for Tuesday, February 19, 2002, at 3:30 p.m.

Mr. Curtin requested permission from the Board to attend the OPRA conference. Mr. McCullough made a motion to allow Tom Curtin to attend the OPRA conference in Cleveland February 9-13, 2002, including conference fee, meals, travel and lodging expenses. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

EXECUTIVE SESSION

Mr. McCullough made a motion to go into Executive Session at 5:00 p.m. for the purpose of discussing land acquisitions and personnel. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

The Board returned from Executive Session at 6:05 p.m.

LAND ACQUISITION
BERMAN PROPERTY

Dr. Rzeszotarski made a motion for the Director to proceed with the purchase of the railroad-right of-way portion of the real property owned by Eleanore Berman, Trustee, located in Claridon Township, for the amount of Twenty Thousand Dollars (\$20,000.00), plus closing costs.

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

| | |
|------------------|-----|
| Dr. Rzeszotarski | Yes |
| Miss Cope | Yes |
| Mr. McCullough | Yes |

The Board returned from Executive Session at 6:10 p.m. and the meeting adjourned.

DEPARTMENTAL REPORTS

Departmental reports from the Supervisors were submitted for the month of December 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, Director

Robert McCullough, President