

**GEAUGA PARK DISTRICT  
MINUTES OF THE BOARD MEETING  
JULY 9, 2002**

The regular meeting of the Geauga Park District Board was held on July 9, 2002, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:34 p.m. President Robert McCullough was in the chair. Board members Betty Cope and Mark Rzeszotarski were present. Employees present were Keith McClintock, Nancy Anderson, Nathan Eppink, Paige Hosier, Sylvia Neptune, and Eileen Smith. Director, Tom Curtin, was on vacation. There were no guests present.

**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:

Dr. Rzeszotarski	Yes
Miss Cope	Yes
Mr. McCullough	Yes

**ADOPTION OF THE MINUTES**

Dr. Rzeszotarski moved to accept the minutes of June 11, 2002, as amended.

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

Dr. Rzeszotarski moved to accept the minutes of June 17, 2002, 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	Abstain

**FINANCIAL STATEMENT  
FOR THE MONTH ENDED JUNE 30, 2002**

**GENERAL FUND**

<b>BALANCE JUNE 1, 2002</b>		<b>2,056,866.23</b>
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<b>EXPENDITURES</b>		<b>200,033.75</b>
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Personnel	143,444.75
Medicare	1,768.86
Dental /Hospitalization- June	20,199.94
PBX	185.06
Unemployment Transfers	82.20
Vouchers	34,352.94

<b>RECEIPTS</b>		<b>83,747.00</b>
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Fees:	
Camping	20.00
Shelters	40.00

Canoe and Kayak	316.00	
Drawing Animals	20.00	
WCNAF Table Fees	1,000.00	
Rental Properties-June		
- McKinnon- Swine Creek house	350.00	
- Scott - Krehlik House	350.00	
- Kolar - Burton Wetlands House	350.00	
- McClintock - Hyde House	350.00	
Sales: Gift Cart	218.37	
Artwork Commission	29.00	
Richards Maple Prod - maple syrup bulk sales	98.55	
Crawford & Co - Ins Claim - 2001 Dodge truck	734.35	
Citation Disbursement	315.00	
Donation: for park bench - Hocevar family	250.00	
Tax Distributions-Personl Property taxes	51,029.79	
Bank One- Stowe escrow funds	13,490.21	
Local Government Funds	9,601.86	
Interest earned	5,183.87	
<b>BALANCE JUNE 30, 2002</b>		<b>1,940,579.48</b>

**CONSTRUCTION FUND**

**BALANCE JUNE 1, 2002** **4,590,130.31**

**EXPENDITURES** **297,701.68**

Vouchers 297,701.68

**RECEIPTS** **7,370.77**

Interest Earned 6,491.05

Transfer from General Fund

Donation: Affelder Fund- Cleve Fnd 415.25

Donation: Russell Civic Club 50.00

Royalties: Oxford Oil Co 134.32

Royalties: Cedar Valley Energy 280.15

**BALANCE JUNE 30, 2002** **4,299,799.40**

**VOUCHER RESOLUTION NO. 12-02**

Dr. Rzeszotarski moved the adoption of the voucher resolution as amended, a copy of which is on file in the Park District office, so marked Resolution No. 12-02.

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

**INTRODUCTION OF GUESTS**

Paige Hosier, Marketing Manager, introduced to the Board Nathan Eppink. Mr. Eppink joins the Park District as a Marketing Assistant.

**COMMUNICATIONS TO THE BOARD**

There were no communications to report.

## **THE WEST WOODS**

### **Campaign Update**

Mrs. Neptune reported The West Woods Nature Center campaign total to date is Seven Hundred Sixty-Five Thousand Five Hundred Sixteen Dollars and Twenty-Eight Cents (\$765,516.28). Mrs. Neptune informed the Board that a press release went out on July 1<sup>st</sup> informing the press that Tom Curtin, Gerry Hornick, and John and Pat Leech would be at The West Woods Nature Center on July 18, 2002, at 10:00 a.m. The purpose of this meeting would be for the Geauga Park District Foundation to present Geauga Park District with a check in the amount of Seven Hundred Sixty-Five Thousand Five Hundred Sixteen Dollars and Twenty-Eight Cents (\$765,516.28).

Sylvia Neptune extended an invitation to the Board members to be present at this meeting. Mr. McCullough suggested that it would be gracious to extend an invitation to past Foundation presidents who held office during this campaign time period. Paige Hosier added that invitations should also be extended to former Foundation trustees. Dr. Rzeszotarski suggested that Mrs. Neptune discuss with the Foundation President whether all the Foundation members should be invited. Mr. McCullough questioned the time frame for the transfer of this check in order to give the Foundation the recognition due them for all their hard work. Miss Cope questioned why this ceremony was not taking place at the grand opening. There was discussion as to the possibility of having a replica check displayed at the grand opening.

Sylvia Neptune also reported the bronze plaques for the Adopt-An-Acre donors and the William Ginn Parkway are being engraved. Mrs. Neptune stated that she would have Sheffield Monument engrave the plaques and mount the boulders. Mrs. Neptune further stated that several boulders have been picked out at Van Ness Stone Inc. and asked the Board if they would like to see the boulders. Mr. McCullough responded that he would like to see these boulders. Mrs. Neptune added that Van Ness Stone Inc. would store the finished boulders until a delivery date to The West Woods has been established.

### **Construction Update**

Keith McClintock updated the Board on the progress of The West Woods Nature Center. The project is 85% complete. The acoustical ceiling tile installation is at 20%, elevator installation is at 90%, plumbing is at 92%, electrical and lighting is at 70%, geothermal HVAC system is at 92%, interior wood doors have been delivered to the site, exterior stone veneer is at 99%, exterior siding and staining is complete, window installation is complete, drywall and taping is complete, painting is at 10%, restroom ceramic tile work is complete, insulation is complete, phone and data wiring is at 50%, Kinetico water system is at 10%, Kraft Maid cabinets have been delivered to site, interior wood installation of pavers is complete, storm water drainage system is complete, asphalt paving is complete, and the final site grading is at 80% complete. Mr. McClintock also reported that the contracts for the sanitary system have been signed. They are ready to commence work when pre-fabricated tanks are delivered. Dr. Rzeszotarski questioned if the contractors were on schedule. Mr. McClintock indicated that they are on schedule.

### **Construction Issue**

Mr. McClintock reported that the 10-foot wooden folding doors for the multi-purpose room and the classroom have been discontinued. The contractor suggested an alternative product, consisting of a wood-grained, vinyl-covered panel. The Deputy Director showed the Board a sample of this alternative product. He shared with them product information as well as the color, which matches the wood that is in the building. Keith McClintock further stated that another option would be to seek out another comparable wood product as specified. Mr. McClintock cautioned the Board that if we do this, we most likely would not receive the wood product by the grand opening due to the lead-time needed for these products. The Board approved the wood-grained, vinyl-covered panel for the folding doors in the multi-purpose room and the classroom.

**CHANGE ORDER NO. 13**

Keith McClintock presented to the Board J. G. Johnson Construction Company’s Change Order No. 13, representing an increase in the amount of One Thousand Thirteen Dollars (\$1,013.00) for a buck booster which was required to increase the voltage to comply with EPA directives for pump size and output, an additional 100 amp, 250 volt, 3-phase disconnect with 90 amp fuses for the elevator’s main disconnect, and time and material for the additional circuit to the auxiliary building.

Miss Cope moved to approve J. G. Johnson Construction Company’s Change Order No. 13 in the amount of One Thousand Thirteen Dollars (\$1,013.00) for the reasons stated above.

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

**Exhibit Update**

Keith McClintock shared with the Board pictures of the progress of the exhibitry. Mr. McClintock stated that Dan Best is pleased with the artwork that the artist has put together for the panels of the Nature’s Neighborhood Theater. Dr. Rzeszotarski questioned whether these posters could be made available at the nature shop for teachers and visitors. Miss Cope added that we would need to make arrangements with the artist now to incorporate in the contract that the artwork is Park District property, to use at it sees fit.

**BIG CREEK MAINTENANCE FACILITY ADDITION**

Keith McClintock reported that project development continues. The engineers visited the site on July 5<sup>th</sup> to review the mechanical and electrical requirements for both buildings.

**RESOLUTION NO. 13/02**  
**2003 TEMPORARY BUDGET**

Mr. McClintock presented to the Board the temporary budget for 2003.

Miss Cope 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, 2003 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	\$1,879,520.00
63-SO5-H	HOSPITALIZATION	364,464.00
63-SO5-M	MEDICARE	22,580.00
63-SO5-P	P.E.R.S.	268,326.00
63-SO5-W	WORKER’S COMP.	27,363.00
63-SO5-U	UNEMPLOYMENT COMP.	1,000.00
64-SO5	SUPPLIES	129,343.00
65-SO5	MATERIALS	133,086.00
66-SO5	EQUIPMENT	220,244.00
67-SO5	CONTRACTS-REPAIR	13,900.00
68-SO5	CONTRACTS-SERVICE	412,265.00
70-SO5	RENTALS	0.00
71-SO5	ADVERTISING	5,900.00
72-SO5	TRAVEL AND EXPENSES	11,020.00
76-SO5	OTHER	60,053.00

76A-SO5	CONTINGENCY	250,000.00
999-SO5	TRANSFERS	<u>3,200,000.00</u>
	TOTAL	6,749,064.00

Section III That there be appropriated from the Construction Fund:

70-Q41	CONTRACTS-SERVICES	\$100,000.00
71-Q41	CONTRACTS-PROJECTS	125,000.00
72-Q41	LAND ACQUISITION	3,810,500.00
77-Q41	OTHER	<u>0.00</u>
	TOTAL	\$3,570,000.00

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

**MAPLE HIGHLANDS TRAIL – NORTH**

Geauga Park District held the bid opening for the Maple Highlands Trail –North at 11:00 a.m. July 9, 2002. Three bids were received:

Burton Scot Contractors LLC	--	\$2,697,550.00
Soda Construction	--	\$1,644,943.20
Great Lakes Construction Co.	--	\$1,528,903.95

Mr. McClintock recommended to the Board to approve the bid of Great Lakes Construction Company in the amount of One Million Five Hundred Twenty-Eight Thousand Nine Hundred Three Dollars and Ninety-Five Cents (\$1,528,903.95) contingent upon a contractor’s performance review and details of submitting mandatory bid package requirements. This would expedite the construction start if everything were approved by Geauga Park District and ODOT. Mr. McClintock shared with the Board that Great Lakes Construction Company has 24 projects in progress and will have ten projects completed this year. Keith McClintock also stated that Great Lakes Construction Company worked with Lake Metroparks on their bike trail project and that Lake Metroparks was pleased with Great Lakes Construction Company’s performance, stating that they were quick and efficient. The Board would like to be apprised of the timeline for the bike trail.

Mr. McCullough moved to accept the bid of Great Lakes Construction in the amount of One Million Five Hundred Twenty-Eight Thousand Nine Hundred Three Dollars and Ninety-Five Cents (\$1,528,903.95) contingent upon a contractor’s performance review and details of submitting mandatory bid package requirements.

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

**FOUNDATION FINANCIAL REPORTING**

Miss Cope asked that this issue be tabled to a later time.

**SURPLUS LAND/HOUSE AUCTIONS**

The Board was provided in their Board packet information concerning the legal advertisement and the bid packet for the houses that will be auctioned by Geauga Park District in August. Mr. McClintock reviewed with the Board the bidding procedure. He informed the Board that the houses have been inspected. The inspection report will be available to any potential bidder. Mr.

McClintock also informed the Board that the Park has contracted with a house-cleaning service for these houses to be cleaned before the advertised open houses. Mr. McClintock informed the Board that a Request for Proposals (RFP) has been sent out to county auctioneers for their services. To date, we have been in communication with two auctioneers. Dr. Rzeszotarski asked if we were going to contact the Amish community. Mr. McClintock responded that an ad would be placed in the Good News. Dr. Rzeszotarski suggested that an article or ad should be placed in Farm and Dairy. Paige Hosier, Marketing Manager, would follow up on these suggestions.

## **PARK UPDATES**

### The West Woods

Ziegler Earthworks will begin four miscellaneous projects at the north end of the park. They will be using a spreader at the culvert to eliminate erosion, adjust the swale to divert drainage, address the hillside slump on the east side of the parkway and bore under the road for an electrical conduit to light the east side of the Park entry sign.

### Meyer Center

In the new addition of the Meyer Center, there is a leak in one of the offices. Jerry Holzheimer, Project Manager, will be contacting the manufacturer of the flat roof waterproofing for warranty work.

### Maple Highlands Trail – South

Riverstone Surveying is performing work on some railroad right-of-way parcels.

### Beavercreek Preserve

Jay Abercrombie, Biologist, is working on a draft of the Land Prioritization Assessment plan. Currently he is assessing the Ruh property and Beavercreek Preserve to develop scores to evaluate the rating process.

### Burton Wetlands

An Osprey platform has been installed at Burton Wetlands on the northern end of Lake Kelso, approximately 25-feet from the edge of the woods. Mr. McCullough expressed concern with the location of this platform in lieu of the proximity to the Eagle's nest. Keith McClintock will inquire if our Natural Resource Department has any concerns with the location of the Osprey platform and advise the Board.

### Silver Creek Restoration

Keith McClintock reported that we received a signed contract from Biohabitats.

### Beartown Lakes Reservation

The Army Corps of Engineers gave clearance to the projects at Beartown. Geauga Park District plans to install a C-Lock at the shoreline along the causeway to stabilize erosion. Also included in these projects was a pier plan for driving piles in Lower Bear Lake for a fishing pier.

## **THE WEST WOODS NATURE CENTER**

### **BID/STATE PURCHASING -- TABLES AND CHAIRS**

Mr. McClintock asked the Board for permission to go out to bid or go through state purchasing for the tables and chairs for The West Woods Nature Center. The Board would like to see samples of the tables and chairs.

Dr. Rzeszotarski moved to give permission to go out to bid or go through state purchasing for the tables and chairs for The West Woods Nature Center contingent upon Board review.

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

**GREEN ROOF**

Mr. McCullough questioned the condition of the green roof. Dr. Rzeszotarski expressed concern with the dry weather conditions we have been experiencing. Mr. McClintock assured the Board that Roofscapes, Inc., the company who installed the green roof, has been monitoring the roof. Miss Cope questioned the density of the roof. Mr. McClintock replied that eventually we will see greater coverage and that Roofscapes, Inc. does guarantee complete coverage.

**DOG OFF LEASH PROBLEM**

The Ranger Department has brought to our attention the increased problem in the parks of dogs off leash. The Rules and Regulations are posted on the information boards in the parks. However, many people do not stop by the information board. The Rangers have been giving verbal warnings, written warnings and citations. Keith McClintock showed the Board a sample of a suggested sign containing standard language, which would be placed 30-50 feet from the park entrance road. The Board was not in favor of more signage in the parks. However, they agreed that this is an issue that needs to be addressed. Dr. Rzeszotarski commented that the color green on the sign should match the green in our other park signs and that they should be placed judiciously. The Board asked that park patrons be instructed to read the signs before issuing written warnings and citations.

**EXECUTIVE SESSION**

Mr. McCullough moved to go into Executive Session at 4:45 p.m. for the purpose of discussing personnel and land acquisitions.

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 7:10 p.m.

**LAND ACQUISITION**

**BIKE TRAIL**

Mr. McCullough moved to authorize the Director and/or Deputy Director to proceed with the purchase of the railroad right-of-way property from Lee and Becky L. Wiegman, the acreage and the dollar amount to be determined after a survey has been completed.

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

**ARTIM, ET AL. PROPERTY**

Dr. Rzeszotarski moved to authorize the Director and/or Deputy Director to proceed with the purchase of the Artim, Cooley, Kloiber, Luther and Weeks property, containing approximately 58.54 acres of land in Chardon Township for the purchase price of One Hundred Ninety Thousand Dollars (\$190,000.00).

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

**MUNSON TOWNSHIP**

Dr. Rzeszotarski moved to authorize the Director and/or Deputy Director to proceed to negotiate for property in Munson Township.

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

**CLARIDON AND PARKMAN TOWNSHIPS**

Dr. Rzeszotarski moved to authorize the Director and/or Deputy Director to proceed with negotiations for a conservation easement in Claridon and Parkman Townships.

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 WEST WOODS NATURE CENTER CARPETING**

Mr. McCullough was unable to attend the Special Board Meeting held on June 17, 2002. Keith McClintock showed Mr. McCullough the choice of carpeting for The West Woods Nature Center. Mr. McClintock also indicated to the Board that by choosing this carpeting, a Change Order would be forthcoming indicating a credit.

**STAFF PICNIC**

Miss Cope will be hosting an all-staff picnic at her home on Saturday, August 10, 2002.

Details to the Commissioners and staff will be provided at a later time.

**DEPARTMENTAL REPORTS**

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

The meeting adjourned at 7:40 p.m.

Respectfully submitted,

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Keith McClintock, Deputy Director

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Robert McCullough, President