

GEAUGA PARK DISTRICT  
MINUTES  
MARCH 9, 2004

The regular meeting of the Geauga Park District Board was held on March 9, 2004, 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 Betty Cope and Mark Rzeszotarski were present. Employees present were: Tom Curtin, Keith McClintock, Paige Hosier, and Eileen Smith. Geauga Park District Foundation representative was Dave Weibel. Guest present was Greg Osborne, Orwell Natural Gas.

**ADOPTION OF THE AGENDA**

Dr. Rzeszotarski moved to accept the agenda as revised for the meeting.  
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

**ADOPTION OF THE MINUTES OF FEBRUARY 10, 2004**

Miss Cope moved that the minutes February 10, 2004, be approved as amended.  
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

FINANCIAL STATEMENT  
FOR THE MONTH ENDING  
FEBRUARY 29, 2004

**GENERAL FUND**

<b>BALANCE FEBRUARY 1, 2004</b>	<b>960,089.73</b>
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<b>EXPENDITURES</b>	<b>292,547.82</b>
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Personnel	138,749.60
PBX- January	185.06
Medicare	1,576.48
Ohio PERS	18,902.49
Hospitalization –February	26,901.52
Unemployment Comp	1,260.00
Vouchers	104,972.67

<b>RECEIPTS</b>	<b>39,253.12</b>
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Fees:	
Rookery Heat	120.00
Gourd Pin Workshop	25.00
Camping	10.00
Sugaring Program	130.00
Out of County programs	25.00

GPD Foundation - Administrative Fee	2,500.00
GPD Foundation - Pavers installation for 2003	2,271.70
Rental Properties-February	
- McKinnon- Hyde House	350.00
- Kolar - Burton Wetlands House	350.00
- Harry - Swine Creek House	350.00
Sales: Nature Stores	723.22
Donation: Ohio Horseman's Council - for Bike Trail	75.00
Donation: GPD Foundation for Binocular Program	2,000.00
Donation: C. Groth - general use	25.00
Donations in Memory of Duane Ferris	
- C & A White	20.00
- M. Welch	10.00
- G & B Fish	25.00
- K & M Post	25.00
- B & M McCullough	100.00
- B Cope Trust	100.00
- M & M Rzeszotarski	100.00
- N Meyer	50.00
- M Dennis	100.00
- S Bosworth	25.00
- H & G Pallister	50.00
- F Merritt	100.00
- A Taninecz	40.00
- Kovalsky	20.00
Donations in Memory of Rotha Bosworth	
- G & M DeLuca	40.00
- S & S Neptune	10.00
- S Woolf	25.00
- J & S Bosworth	25.00
- M Welch	10.00
- G Hedlund	20.00
- C & A White	20.00
- N Meyer	50.00
- H Schmid	100.00
- N Stanton	10.00
- K & M Post	25.00
- J & E Holzheimer	30.00
- E & I Patterson	20.00
- J & B Myers	15.00
- A Roth	50.00
- D Messick	25.00
- J Cline	40.00
- T Kallay	40.00
- C Chaff	75.00
Donation: Engage the Ice Age - Kinetico Inc	5,000.00
Geauga County Auditor - Taxes Remitted - The West Woods	2,023.68

Geauga County Auditor - Taxes Remitted –Ruh Property	6,683.98	
Chardon Muni Court- Citation Disb.	209.50	
Local Government Funds	14,006.51	
Interest earned-January	979.53	
<b>BALANCE FEBRUARY 29, 2004</b>		<b>706,795.03</b>

**CONSTRUCTION FUND**

**BALANCE FEBRUARY 1, 2004** **1,658,507.92**

**EXPENDITURES** **14,828.92**

Vouchers 14,828.92

**RECEIPTS** **2,241.42**

Interest Earned-January 1,731.86

Donations:

- N Meyer - Memory of F O'Neill 50.00

Royalties - Cedar Valley - Hehmeyer Prop 161.41

Royalties – Oxford Oil - Ford Well 252.79

Royalties: Power Gas – Farley 45.36

**BALANCE FEBRUARY 29, 2004** **1,645,920.42**

**VOUCHER RESOLUTION NO. 05-04**

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. 05-04.

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**

Mr. McCullough received e-mail from a relative of a person applying for a position with the Park District who conveyed compliments concerning Geauga Park District, as well as how pleasant of a place it must be to work.

Dr. Rzeszotarski received a note from the Kumher family, thanking the Park District for special permission to host their annual family spring picnic in the lodge at Swine Creek. Their family was most appreciative and had a wonderful time.

**BIOHABITATS, INC. PAY REQUEST**

Tom Curtin presented to the Board three pay requests from Biohabitats, Inc. in the amounts of Forty-Five Thousand Seven Hundred Fifty-Two Dollars and Fifty Cents (\$45,752.50), Forty-Six Thousand Sixty-Four Dollars and Sixty-Seven Cents (\$46,064.67), and Twenty-Two Thousand Four Hundred Seven Dollars and Eighty-Three Cents (\$22,407.83) for work that had been performed in connection with the Silver Creek Restoration Project.

Miss Cope moved to approve Biohabitats, Inc.'s three pay requests as referred to above totaling One Hundred Fourteen Thousand Two Hundred Twenty-Five Dollars (\$114,225.00) for work that had been performed in connection with the Silver Creek Restoration Project.

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

Mr. McCullough	Yes
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Dr. Rzeszotarski	Yes
Miss Cope	Yes

**AFFELDER COTTAGE**

Permission to Bid Project

Mr. Curtin updated the Board on the status of the improvement plans to the Affelder cottage. In order to keep this project moving, Mr. Curtin asked the Board for permission to go out to bid. Bids would be advertised, as well as sent out to general contractors, electrical contractors, and HVAC contractors. An April bid opening is anticipated.

Mr. McCullough moved to give the Executive Director permission to go to bid for improvements to the Affelder cottage.

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

**BASS LAKE PRESERVE**

Clubhouse

Mr. Curtin stated that the Park District requested proposals from several contractors, both general and electrical, to perform the required repairs at the Bass Lake Clubhouse. Three general contractors picked up the specifications for the project. One proposal came in from Petersen Construction & Contracting in the amount of Twelve Thousand Eight Hundred Forty-Five Dollars (\$12,845.00). Six proposals went out to electrical contractors. One proposal came in from Portman Electric, Inc. in the amount of Six Thousand Three Hundred Thirty Dollars (\$6,330.00).

The Park District did receive proposal from Mid-Com Electronics for smoke detectors and fire pulls in the amount of Nine Hundred Ninety-Five Dollars (\$995.00), and from Blackmore's Security for ADA latch passage locks and keying in the amount of Six Hundred Ninety-Four Dollars (\$694.00). Mr. Curtin added that we have budgeted Three Thousand Dollars (\$3,000.00) for Park District staff to work on this project, bringing the total to Twenty-Three Thousand Eight Hundred Sixty-Four Dollars (\$23,864.00). The budgeted amount for this project was Twenty-Four Thousand Dollars (\$24,000.00).

Mr. Curtin recommended to the Board that these contracts be awarded for the repairs of the Bass Lake Clubhouse. It is anticipated that work would be completed by May 8, 2004.

Dr. Rzeszotarski moved to award contracts to Petersen Construction & Contracting in the amount of Twelve Thousand Eight Hundred Forty-Five Dollars (\$12,845.00) for general contracting, to Portman Electric, Inc. in the amount of Six Thousand Three Hundred Thirty Dollars (\$6,330.00) for electrical contracting, to Mid-Com Electronics for smoke detectors and fire pulls in the amount of Nine Hundred Ninety-Five Dollars (\$995.00), and from Blackmore's Security for ADA latch passage locks and keying in the amount of Three Thousand Dollars (\$3,000.00) as stated above. 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

**PARK UPDATES**

Tom Curtin updated the Board on the following:

## **AFFELDER**

### **Sanitary System**

There have been various discussions and meetings between the Park District and Russell Township Trustees regarding the septic and sanitary system. The Russell Township Trustees voted 2 to 1 to approve the sanitary line hook-up.

### **Emergency Road Access**

The Russell Fire Department will be providing the Park District with road information required for the driveway.

## **BESSIE BENNER METZENBAUM PARK**

### **Chip and Seal Project**

The Park District will be commencing the chip and seal work for the driveway and parking area. This project is scheduled for early spring.

## **THE MAPLE HIGHLANDS TRAIL**

### **The Maple Highlands Trail-Central**

The Park District is working with the City of Akron to come to an agreement that would allow us to go through the City of Akron's property along the railroad right-of-way.

### **The Maple Highlands Trail-North**

The testing of the soil samples has been completed. The Park District is waiting for recommendations on how to repair the slopes. It is anticipated that the Park District should receive an answer the early part of next week. The Park District will then be able to get together with Richland Engineering and Great Lakes Construction Company in hopes of resolving this matter.

### **Orwell Natural Gas Co.**

Mr. Curtin met with a representative from Orwell Natural Gas Co. regarding whether the Park District would consider allowing a natural gas line to be built within the railroad right-of-way from Chardon to Middlefield. Greg Osborne from Orwell Natural Gas Co. was in attendance at the Board meeting and explained the process, timeline, and standards. Mr. Osborne indicated that this project would take approximately five to six months. They typically work within a 30-foot construction easement. The process would not be complicated as they would run a 6"-8" steel pipeline and would restore all land. Mr. Osborne also indicated that an engineer would be on site, certified by the PUCO. Dr. Rzeszotarski questioned whether there would be a zoning issue. Mr. Osborne replied that there would not be a zoning problem. They would acquire the appropriate permits. Dr. Rzeszotarski further questioned biological or ecological concerns. Mr. Osborne responded that there would be PUCO pipeline engineers involved. Mr. McCullough questioned who would decide the replacement of vegetation. Mr. Osborne responded that they would answer to anyone. Mr. McCullough asked if Orwell Natural Gas Co. had any alternatives. Mr. Osborne responded that by putting in the line it would save them distance and cut tariff rates, which would create a competitive market. Miss Cope stated that there was a lot to consider and understand. Mr. Osborne offered to meet with the Board again to respond to their concerns and questions.

### **The Maple Highlands Trail-Parking Area**

The project plans are complete. The Park District is waiting for the Ohio Department of Transportation (ODOT) to sell and administer the plans. This project is on ODOT's list to bid out in May.

### **Bridges**

The Park District will have three bridges on the bike trail. The Board would like to see the drawings of the bridges and view the plans. There was discussion as to the colors that would be

used. The choices are natural, brick, or blend to the specific local color. The Board preferred the blend.

**THE WEST WOODS NATURE CENTER**

A resolution for correcting the leaks and freezing issues with the Nature Center should be determined in the near future. Last week, Al Kraus, Project Manager, Paskevich & Associates, and Bud Weber, President, J. G. Johnson Construction Company, met with Tim Kallay, Planning Director, and Jerry Holzheimer, Project Manager, at The West Woods Nature Center. The design of the roof and the different rooflines coupled with the firewalls cause a problem when the snow melts. Mr. Klaus and Mr. Weber are preparing options for our consideration that will lower the heat loss and increase the ventilation. They are also looking into using heat tape and sealing the shingles.

Dr. Rzeszotarski questioned whether the roof at the Meyer Center had roof tape. Mr. Curtin responded that the Meyer Center building did have roof tape and that we would have a representative look at the roof.

**NATURE CENTERS**

The West Woods Nature Center will be open on Easter Sunday, April 11<sup>th</sup> 2004, from 1:00 p.m. to 4:00 p.m. The Meyer Center will be closed on Easter Sunday.

**CONCEAL CARRY LAW**

The Conceal Carry Law will go into effect on April 8<sup>th</sup>. Keith McClintock indicated that we are waiting to hear whether this bill considers a “park” to be just the building or if they consider the land that extends to the edge of the park.

**TROUT REMOVAL**

Keith McClintock reported that he had received a request from Phil Hillman, Ohio Division of Wildlife, to remove 10-12 trout from Spring Brook for the Cleveland Zoo for educational purposes. The removal of the trout from Spring Brook would not have a negative impact and Mr. McClintock recommended granting this request pending review from the Natural Resource Department.

Mr. McCullough moved to grant the request from Phil Hillman of the Ohio Division of Wildlife to remove 10-12 trout from Spring Brook as stated above pending approval from the Natural Resource Department.

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

**FUNDRAISING SEMINAR**

Mr. Curtin, Keith McClintock, and Paige Hosier, Marketing Director, attended a four-week training seminar with Resource Development Network, Inc. entitled “Principals of Successful Fundraising.” The cost of this seminar was Five Hundred Eighty-Six Dollars and Fifty Cents (\$586.50). Mr. Curtin had apprised the Board of this seminar prior to his attending this four-week training and is asking the Board to approve this expense.

Dr. Rzeszotarski moved to approve the cost of the training for the Executive Director as stated above retroactive to the start date of January 29, 2004.

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

**STREAM MITIGATION REQUEST**

Keith McClintock discussed a stream mitigation request he received from Davey Resource Group regarding a project located on Wilson Mills Road in Mayfield Heights. This project would be looking for 912-1,420 linear feet of mitigation credit, totaling up to Two Hundred Twenty Thousand Dollars (\$220,000.00), which would be used for the Silver Creek Restoration Project. Mr. McClintock recommended to the Board to accept these mitigation funds pending a satisfactory review.

Dr. Rzeszotarski moved to accept the stream mitigation request received from Davey Resource Group as referred to above pending a satisfactory review.

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

**RESOURCE DEVELOPMENT NETWORK, INC.  
PROPOSAL FOR COUNSEL**

Mr. Curtin forwarded to the Board information regarding the Resource Development Network, Inc. Mr. Curtin requested that they enter into a contract with this counsel to develop a strategic plan for fundraising and help us get organized in developing and putting a fundraising plan in place. It is anticipated that the length of this contract would be four to six weeks. Miss Cope stated that she would like to see the staff person in place for this position before we commit to contracting with a development group. That person could then go through the process, integrating the consultant's findings into our plan. Miss Cope also indicated that she would like to know what projects this consulting agency has done similar to ours. Dr. Rzeszotarski stated that the Park District needs the Marketing Department and the Geauga Park District Foundation to look at putting together a long-term strategic plan. Miss Cope stated that the Geauga Park District Foundation would need to be kept apprised on this strategic plan and the hiring of a development person. Miss Cope wants this development person to have experience in fundraising.

Mr. Curtin will schedule a retreat in April with the Board to further discuss the direction that the Park District will take regarding fundraising.

**ARTWORK GRANTS**

Mr. Curtin reported that the Park District received 30 applications for the artwork grants. The review committee for the 2004 Artwork Grants met on March 5, 2004, and made the following recommendations for recipients:

BALANCE OF NATURE	3 dimensional mobile	Gunter Schwegler	\$1,050.00
THE CHANGING SEASONS	clay tile mural	Pat Clapsaddle	\$1,450.00
ANSEL'S CAVE	watercolor painting	A. Dale Harsh	\$ 800.00
SAP'S-A-RISIN'	photography collection	Michael Demeter	\$ 700.00
LIGHT IN THE FOREST	black and white photographs	Thomas Ondrey	\$ 500.00
GEAUGA FARM AND WOODLAND RESIDENTS	color photographs	Mark Tiefenbach	\$ 431.25

The total amount awarded for the 2004 Artworks Grants is Four Thousand Nine Hundred Thirty-One Dollars and Twenty-Five Cents (\$4,931.25).

Miss Cope moved to approve the above recommendation as recipients for the 2004 Artwork Grants in the amount of Four Thousand Nine Hundred Thirty-One Dollars and Twenty-Five Cents (\$4,931.25).

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

### **SPECIAL USE PERMIT**

#### **Geauga Park District Foundation Alumni Event**

The Geauga Park District Foundation will host an alumni event on Thursday evening, March 11, 2004, at The West Woods Nature Center. Paige Hosier requested from the Board a special use permit to serve wine at this event.

Mr. McCullough moved to grant permission to the Geauga Park District Foundation to serve wine at The West Woods Nature Center on March 11, 2004, for the alumni event.

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 moved to go into Executive Session at 5:07 p.m. for the purpose of discussing land acquisitions and personnel matters.

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

The Board returned from Executive Session at 7:05 p.m. The following has been discussed for resolution.

### **LAND ACQUISITIONS**

#### **Cuyahoga, Geauga and Portage Counties**

Dr. Rzeszotarski moved to authorize the Executive Director to enter into negotiations for property located in Cuyahoga, Geauga, and Portage counties.

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

#### **Claridon Township**

Dr. Rzeszotarski moved to authorize the Executive Director to enter into negotiations for property located in Claridon 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 February to the Executive Director and a summary sheet was forwarded to the Board in their packets prior to the Board meeting.

**BOARD RETREAT**

A Board retreat for the purpose of discussing fundraising strategies has been scheduled for Saturday, April 3, 2004, from 8:00 a.m. to Noon at The West Woods Nature Center.

**JULY BOARD MEETING**

The regular meeting of the Board of Commissioners for the month of July has been changed from July 13, 2004, to July 6, 2004.

The meeting adjourned at 7:15 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