

GEAUGA PARK DISTRICT
MINUTES OF THE BOARD MEETING
MAY 14, 2002

The regular meeting of the Geauga Park District Board was held on May 14, 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 Betty Cope (Miss Cope arrived at 3:31 p.m.) and Mark Rzeszotarski were present. Employees present were Tom Curtin, Keith McClintock, Dan Best, Shawn Harry, Jerry Holzheimer, Sylvia Neptune and Eileen Smith. There were no guests present.

ADOPTION OF THE AGENDA

Dr. Rzeszotarski moved to accept the agenda as amended for the meeting.
Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Miss Cope	Absent
Mr. McCullough	Yes

ADOPTION OF THE MINUTES

Dr. Rzeszotarski moved to accept the minutes of April 9, 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

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

GENERAL FUND

BALANCE APRIL 1, 2002		3,384,107.39
EXPENDITURES		274,882.17
Personnel	128,572.38	
Medicare	1,553.20	
Dental /Hospitalization- April	19,950.22	
PBX	185.06	
Workers Comp	6,185.53	
Unemployment Transfers	82.20	
Vouchers	118,353.58	
RECEIPTS		19,384.69
Fees:		
Rookery Heat fees	60.00	
Out of County Program Fees	261.00	
Camping	10.00	
Shelters	80.00	
Canoe and Kayak	62.00	
Bid Plans	450.00	
Silk Painting	110.00	
Rental Properties		

- McKinnon- Swine Creek house-April	350.00	
- Scott - Krehlik House - April	350.00	
- Kolar - Burton Wetlands House April	350.00	
- McClintock - Hyde House -April	350.00	
- Farley Farm Lease - Soltis 1 yr	1,050.00	
Sales: Gift Cart	472.59	
Bulk sale of syrup - Richards Maple Products	175.20	
Insurance Claim: Kubota Tractor	6,844.19	
Donation: GPD Foundation- Volunteer Gift & matching gift	500.00	
Donation: Eagle Shrine Club	50.00	
Local Government Funds	6,607.84	
Interest earned	1,251.87	
BALANCE APRIL 30, 2002		3,128,609.91

CONSTRUCTION FUND

BALANCE APRIL 1, 2002 **4,129,097.66**

EXPENDITURES **177,517.89**

Vouchers 177,517.89

RECEIPTS **13,500.90**

Interest Earned 6,686.09
 Donation: Estate of volunteer Bob Dupont 6,480.63
 Fee: Good Faith fee towards Land Acq - NRCS 2.00
 Royalties: Cedar Valley - Hehmeyer well 180.60
 Royalties: Oxford Oil Co 122.01
 Royalties: Power Gas - Farley 29.57

BALANCE APRIL 30, 2002 **3,965,080.67**

VOUCHER RESOLUTION NO. 08-02

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. 08-02.

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

There were no communications to report.

THE WEST WOODS

Campaign Update

Sylvia Neptune gave the Board an update on the campaign total, including pledges, in the amount of Seven Hundred Sixty-Two Thousand Seven Hundred Fifty-Three Dollars and Thirty-Four Cents (\$762,753.34). Mrs. Neptune reported that on Friday, May 17, 2002, she would be sending out 133 letters to individuals stating the June 15th deadline for the campaign. Press releases would also go out indicating the June 15th deadline. Mrs. Neptune informed the Board that 166 pavers have been engraved and are ready to be delivered. Mrs. Neptune shared with the Board that 1,500 "save-a-date" postcards were also going to be sent out. A draft of the save-a-date postcard was shown to the Board.

CONSTRUCTION UPDATE

Tom Curtin updated the Board on the construction of The West Woods Nature Center. The Nature Center is overall 59% complete as of Pay Request No. 10, roof shingling is at 97%; HVAC is at 66%; electrical is at 40%; and exterior stone veneer is at 80%. The window installation and the green roof are complete. Mr. Curtin reported that the green roof has a few blooms.

The Board adjourned to the Root Cellar to view the interior sample selections for the walls and floor coverings. Jerry Holzheimer, Project Manager, shared these selections with the Board and addressed the Board's questions on costs and maintenance. The Board has asked for a follow-up on the pricing and selection of the floor covering. Dan Best, Chief Naturalist, gave the Board an updated pictorial overview of the exhibitry progress. The Board reconvened to the Cherry Room.

SANITARY SYSTEM

At the April Board meeting, the Board moved to approve the Director to go out for bid for the sanitary system at The West Woods. The following bids were received:

Complete Site Management, LLC (Carl Natale)	\$114,657.53
Easton Leasing, Inc.	\$114,696.00
John G. Johnson Construction Co.	\$128,600.00
Burton Scot Contractors, LLC	\$135,116.00
Stamm Contracting, Inc.	\$139,980.00
JTO, Inc.	\$142,500.00

Upon Mr. Curtin's recommendation, Miss Cope moved to approve the bid for the installation of the sanitary system at The West Woods be awarded to Complete Site Management, LLC in the amount of One Hundred Fourteen Thousand Six Hundred Fifty-Seven Dollars and Fifty-Three Cents (\$114,657.53).

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

STONEMWORK

At the February 13, 2001, Board meeting, the Board gave approval to send out Requests for Proposals (RFPs) to companies for prices on synthetic stone for The West Woods Nature Center. Geauga Park District sent out nine RFPs. Two companies responded to this RFP:

R. J. Stovicek	\$35,000.00
Taylor Studios	\$56,075.00

Mr. McClintock recommended R. J. Stovicek's proposal for a design/build option for the interpretive waterfall in The West Woods Nature Center. Mr. Stovicek's proposal covered an option for both design and build at a cost much lower than the competitor's design-only option. Mr. Stovicek has done work for the Cleveland Museum of Natural History and has very good references.

Miss Cope moved to approve a contract with R. J. Stovicek for the design/build of the interpretive waterfall in The West Woods Nature Center in the amount of Thirty-Five Thousand Dollars (\$35,000.00).

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

J. G. JOHNSON CONSTRUCTION COMPANY -- CHANGE ORDER NO. 9

Mr. Curtin presented to the Board J. G. Johnson Construction Company’s Change Order No. 9 in the amount of Six Thousand Six Hundred Twenty-Eight Dollars (\$6,628.00), representing the relocation of the feeder electrical conduit to allow for the plumbing drain line relocation, an upgrade of the four lobby lights, and an upgrade and reselection from slate tile floor to ceramic simulated slate. This Change Order also reflects a credit of Four Hundred Dollars (\$400.00) for the deletion of a portion of the roof gutter.

Mr. McCullough moved to approve J. G. Johnson Construction Company’s Change Order No. 9 as stated above in the amount of Six Thousand Six Hundred Twenty-Eight Dollars (\$6,628.00). 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

J. G. JOHNSON CONSTRUCTION COMPANY – TENTATIVE CHANGE ORDER NO. 10

Mr. Curtin updated the Board on the status of the wall movement problem that occurred last fall during the construction of The West Woods Nature Center. Mr. Curtin presented to the Board a tentative Change Order for J. G. Johnson Construction Company in the amount of Twenty-Six Thousand Fifty-Three Dollars (\$26,053.00) representing an increase in the amount of steel rebar reinforcing the block walls; reinforcing steel and grout for the north and south wall; removal of a small section of the saturated soils, as well as the HVAC design revisions. This Change Order is contingent upon receipt of payment in the amount of Twenty-Three Thousand Nine Hundred Fifty-Nine Dollars (\$23,959.00) from the project engineer to Geauga Park District or by the reduction in the same amount to Geauga Park District’s contract with the architect, Anthony Paskevich, prior to any payment to J. G. Johnson Construction Company.

Mr. McCullough moved to approve tentative Change Order No. 10 as stated above in the amount not to exceed Twenty-Six Thousand Fifty-Three Dollars (\$26,053.00). 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

FURNITURE/CUBICLE BID OR STATE PURCHASING

Mr. Curtin asked the Board for permission to go out for bid or use state purchasing, whichever is lower, to purchase furniture and cubicles for eleven work areas and two office areas at The West Woods Nature Center.

Dr. Rzeszotarski moved to grant the Director permission to go out for bid or use state purchasing, whichever is lower, to purchase furniture and cubicles for eleven work areas and two office areas at The West Woods Nature Center. 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

STATE PURCHASING FOR COMPUTERS

Mr. Curtin asked the Board for permission to go out for bid or use state purchasing to replace several computers at the Meyer Center, as well as ordering new computers and a fax machine for The West Woods Nature Center. It is anticipated that this purchase will cost between Fifteen and Twenty Thousand Dollars (\$15,000.00-\$20,000.00).

Mr. McCullough moved to grant the Director permission to go out for bid or use state purchasing to replace several computers at the Meyer Center not to exceed Twenty Thousand Dollars (\$20,000.00), as well as ordering new computers and a fax machine for The West Woods Nature Center.

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

SIGN MAKING/ENGRAVING MACHINE

At the April Board meeting, the Board gave the Director approval to go out for bid for a sign making/engraving machine. Mr. Curtin reported that we sent out three bid proposals for this machine and received one response. Vision Engraving, Inc. submitted a bid for the sign making/engraving machine in the amount of Eighteen Thousand Three Hundred Twenty-One Dollars and Fifty-Five Cents (\$18,321.55). Dr. Rzeszotarski questioned whether this machine would be sufficient for handling the workload. Shawn Harry, Sign Technician, responded that he has checked the references and is comfortable with recommending using this vendor.

Miss Cope moved to accept the bid for a sign making/engraving machine from Vision Engraving, Inc. for the sum of Eighteen Thousand Three Hundred Twenty-One Dollars and Fifty-Five Cents (\$18,321.55).

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

DEFIBRILLATOR

At the request of Robert McCullough, Board President, Mr. Curtin gave the Board a demonstration on the recently purchased defibrillator. The Park purchased two defibrillators, one for each nature center. Mr. McCullough questioned whether the staff knew how to use the defibrillator. Mr. Curtin responded that staff did receive instructions as to how to use a defibrillator at a recent all-staff First Aid Course. Also, a representative from the company from whom we purchased the defibrillator attended an all-staff meeting to go over the mechanics of the Park's defibrillator.

AUDIT 2000/2001

Mr. Curtin reported to the Board that the final audit for 2000/2001 has been completed and is available at the Meyer Center for public review. There were no findings nor recommendations. Mr. Curtin informed the Board that the Audit Committee would be meeting on May 29, 2002.

PARK UPDATES

Stowe Arbitration

Mr. Curtin informed the Board that the Park District did receive a favorable outcome with the arbitration case with A. H. Stowe Construction Company. A. J. Stowe Construction Company has

to pay Geauga Park District the sum of Four Thousand Seven Hundred and Ten Dollars (\$4,710.00) by May 29, 2002, and sign off the check held in escrow for Thirteen Thousand Four Hundred Ninety Dollars and Twenty-One Cents (\$13,490.21).

Big Creek Maintenance Facility Addition

Mr. Curtin reported to the Board that the surveyor would be commencing work toward the end of this week, weather permitting.

Maple Highlands Trail – North

The Director updated the Board that the final plans for the bike trail are under review in Columbus. Mr. Curtin stated that we should be receiving approval for the plans shortly, at which time we will start the bidding procedures.

Spring Brook

Mr. Curtin informed the Board that the Division of Natural Areas and Preserves (DNAP) has requested several changes in the management plan. Phil Gingrich, Natural Resource Manager, will be making the necessary changes. We are expecting to receive from DNAP the Articles of Dedication for Spring Brook.

Beaver Creek

Tom Curtin informed the Board that staff has started the investigation for information required for the management plan, as well as the watershed assessment.

Silver Creek Restoration

Mr. Curtin updated the Board on the status of the Silver Creek restoration project. A contract with Biohabitats has been drafted for the design/build. The draft is currently under legal review.

Beartown Lakes Reservation

Tom Curtin stated that the Park is working on plans for installing material to stabilize the shoreline along the causeway and installing the fishing pier.

Headwaters Park

Mr. Curtin stated that the Maintenance Department is working on road improvements at Headwaters Park.

Walter C. Best Preserve

Mr. Curtin indicated that fish stocking occurred at Best Preserve.

RESOLUTION NO. 09/02

TRANSFER OF FUNDS

Construction

Miss Cope moved to authorize the transfer of funds in the amount of One Million Dollars (\$1,000,000.00) from the general fund (SO5) to the construction fund (Q41) pursuant to the 2002 budget to cover the construction costs for The West Woods and other projects.

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

Silver Creek Restoration Project

Mr. McCullough moved the authorization of the transfer of funds in the amount of Two Hundred Twenty-Six Thousand Five Hundred Dollars (\$226,500.00) from land acquisition account (72-Q41) to the contract-projects account (71-Q41) for the Silver Creek restoration project.

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

CLEAN OHIO GRANT APPLICATION

Mr. McCullough moved to authorize Tom Curtin to apply for the Clean Ohio Grant and to enter into agreements resulting from this grant. This grant, if approved, will be applied against the Silver Creek Restoration Project.

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

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 5:45 p.m. for the purpose of discussing personnel and land acquisition.

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

The Board returned from Executive Session at 7:10 p.m.

LAND ACQUISITION

Montville Township

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

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

Bainbridge Township

Miss Cope made a motion to authorize the Director to proceed with negotiations regarding property in Bainbridge Township.

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

BIKE TRAIL

Land Acquisition

Mr. McCullough moved to authorize the Director to proceed with the purchase of the railroad right-of-way properties from Kathryn L. and Harold B. Lamprecht of 0.42 acres for the purchase price of Ten Thousand Dollars (\$10,000.00); from Martha Kurtz of 0.4778 acres of land for the purchase price Seven Thousand One Hundred Seventy-Eight Dollars (\$7,178.00); and from David H. and Julie A. Rettger of 0.21 acres of land for the purchase price of Five Thousand Dollars (\$5,000.00).

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

Land Acquisition Update

At the February 19, 2002, Board meeting, the Board authorized the Director to proceed with the purchase of the railroad right-of-way properties from William G. and Sandra M. Kovanes and from Martin and Michaelean Pesek with the acreage and the dollar amount to be determined at a later time. Mr. Curtin updated the Board that the acreage and dollar amount for the property of William G. and Sandra M. Kovanes was .2069 acres for the purchase price of Four Thousand Four Hundred Sixty-Nine Dollars (\$4,469.00) and for the property of Martin and Michaelean Pesek was .2337 acres for the purchase price of Four Thousand Seven Hundred Thirty-Seven Dollars (\$4,737.00).

Finalization of Land Acquisition for Railroad Right-of-Way Properties

Mr. Curtin shared with the Board the timeline necessary to complete the acquisition of the railroad right-of-way properties in order to meet the Ohio Department of Transportation’s criteria for their portion of the monies necessary to implement the bike trail. Mr. Curtin stated the importance of the finalization of the acquiring of the railroad right-of-way properties by the June Board Meeting.

Mr. McCullough moved to authorize the Director to proceed by all means available to the Geauga Park District to finalize the land acquisition of the railroad right-of-way property by the June Board Meeting.

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

DONATED LAND

Mr. McCullough moved to accept the 7.2961 donated acres from Helen Mramor in Munson Township.

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

PERSONNEL

Mr. McCullough moved to create the position of Lieutenant in the Ranger Department.

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

CERTIFICATE OF APPRECIATION

Keith McClintock informed the Board that Vince LaConte, Fish Management Supervisor for the Ohio Division of Natural Resources, Division of Wildlife, would be retiring. Mr. McClintock would like to present a Certificate of Appreciation to Mr. LaConte at the Brook Trout Advisory Committee meeting scheduled for Friday, May 17, 2002, from Geauga Park District. The Board was in agreement and the following Certificate of Appreciation would be presented to Mr. LaConte on Friday, May 17, 2002:

WHEREAS, the last indigenous populations of native Ohio brook trout are found only in Geauga County, and

WHEREAS, Geauga Park District has, with the support of regional conservation agencies and organizations, taken a leadership role in the preservation of Spring Brook, and the native brook trout populations that abide there, and

WHEREAS, Vince LaConte, Fish Management Supervisor for the Ohio Department of Natural Resources, Division of Wildlife, District III, has served as an active participant in Brook Trout Advisory Committee, and

WHEREAS, Vince LaConte, has been a key participant in and strong advocate for efforts to classify, preserve, restore, and expand Geauga County's native brook trout populations,

NOW, THEREFORE, BE IT RESOLVED that the Geauga Park District Board of Park Commissioners express their sincere thanks and appreciation to Vince LaConte for his long service to the people of Ohio and Geauga County, and his persistent efforts to have the Spring Brook and Woodiebrook brook trout population's confirmed as genetically distinct race indigenous to Ohio, to help to build consensus for the protection of Spring Brook and the restoration of Woodiebrook; and to establish self-sustaining populations of native brook trout in high quality streams within Geauga Parks and other suitable locations in Geauga County and in the local region.

DEPARTMENTAL REPORTS

Departmental reports from the Supervisors were submitted for the month of April 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 7:25 p.m.

Respectfully submitted,

Thomas G. Curtin, Director

Robert McCullough, President