

GEAUGA PARK DISTRICT
November 13, 2007

The regular meeting of the Geauga Park District Board was held on November 13, 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 members Mr. Leech and Dr. Rzeszotarski were present.

Employees present:

Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Les Bednar, Development Officer
Sherry Bosworth, Business Affairs Director
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
Chris Lynn, Park Planner
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Manager
Paul Pira, Park Biologist
Aaron Young, Planning Director

Visitors present:

Kathy Allen
Kevin Grippi
Barb Jurgens
David Ondrey

ADOPTION OF THE AGENDA

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

ADOPTION OF THE MINUTES OF OCTOBER 16, 2007

Mr. Leech moved to accept the minutes October 16, 2007 as written.

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

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

INTRODUCTION OF GUESTS

Mr. Curtin acknowledged the presence of Kathy Allen and Kevin Grippi.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
OCTOBER 31, 2007

GENERAL FUND

BEGINNING FUND BALANCE OCTOBER 1, 2007 **2,174,130.65**

EXPENDITURES & OTHER USES **361,835.12**

Personnel	178,311.17
Medicare	2,446.24
Dental /Hospitalization	34,281.93
PERS	25,079.20
Vouchers	121,716.58

REVENUES & OTHER SOURCES **161,603.33**

General Tax Collections

- Real Estate Tax	1,502.74
- State Reimburse Tax	6,558.41
- State Reimbursed Personal Property Tax	125,748.98
- Grants	1,908.00

Investment Income 14,856.22

Gifts & Donations 300.00

- Eagle Scout project donation- Geauga Park District Volunteers

Fees

- Programs - Schools - Out-of-County	181.00
- Camping	30.00
- Shelters	50.00
- Lodge Rental	600.00
- Workshops - General - Public Program	234.00
- Programs - General - Public Program	114.00

Sales

- Tapper's Treasures - MC	217.98
- Tree Tops - TWW	555.59
- Credit Card - All Facilities	366.12
- Water Vending Machine Sales - TWW	111.32

Rental Properties

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

Other Receipts

Citation Disbursement	331.00
Parking Ticket Collections	20.00
Recycling Proceeds	31.40
Local Government Funds	6,551.82

Miscellaneous Receipts	134.75	
- Restitution - Geauga Juvenile Court (\$126.00)		
- Bathroom vending - Geauga Park District (\$1.75)		
- Auction proceeds - desk chair (\$7.00)		
ENDING FUND BALANCE AS OF OCTOBER 31, 2007		\$ 1,973,898.86

LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE OCTOBER 1, 2007		5,111,392.25

EXPENDITURES & OTHER USES		16,929.80
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Vouchers	16,929.80	
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REVENUES & OTHER SOURCES		62,642.38
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<i>Investment Income</i>	15,599.20	
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Grants

- Biennium Funds - ODOT	46,195.00	
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Royalties

- Oxford Oil Co - Swine Creek	285.22	
- Cedar Valley Energy - Hehmeyer property	423.69	
- Great Lakes Energy - Hart property	28.39	
- Cedar Valley Energy - Sunnybrook property	110.88	

ENDING FUND BALANCE AS OF OCTOBER 31, 2007		\$ 5,157,104.83
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VOUCHER RESOLUTION NO. 33-07

The Board asked for clarification on a number of voucher items. All questions were answered satisfactorily.

Mr. McCullough moved to adopt Voucher Resolution No. 33-07, 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. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

COMMUNICATIONS TO THE BOARD

Mr. Curtin reported that he did not have any communications to be shared with the Board.

OPEN TO THE PUBLIC

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

UNFINISHED BUSINESS

SUNNYBROOK DESIGN DEVELOPMENT DRAWINGS

Mr. Curtin distributed the design development drawings for Sunnybrook Preserve. Aaron Young, Planning Director, explained that the cost estimate for the project is \$975,000 and includes asphalt paving, the drive, aggregate trails, shelter, pergola and boardwalks. He stated that there are two cost estimates for the shelter; one for \$135,000 which includes a stone facade and the other for \$120,000 which includes board and batten. The shelter can accommodate up to 112 people, but for reservation purposes, the maximum would be 75. Heat will be provided in the enclosed portion of the shelter, but not in the restrooms. The Board suggested that the Park explore the possibility of heating the restrooms. The plans should be ready for bid sometime in January or February. The design will be presented to the community at a Town Hall Meeting in March. The Board commended Mr. Young for his work on the design plans.

NATIVE OHIO BROOK TROUT PRESENTATION

Paul Pira, Park Biologist, gave a presentation on Native Ohio Brook Trout and the development of a regional habitat suitability index. He explained that since 1997 the Ohio Division of Wildlife has been leading a project to reintroduce "Ohio native" brook trout to the Chagrin River Watershed. He presented an analysis of successful versus failed streams which included habitat and water chemistry results for each. The Board thanked Mr. Pira for the informative presentation.

Mr. Curtin introduced David Ondrey, Park Legal Counsel.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 4:26 p.m. for the purpose of discussing land acquisition.

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

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

The Board returned from Executive Session at 4:50 p.m. There were no items brought forward for resolution.

LANDSCAPE PLAN - DONALD W. MEYER CENTER AND THE WEST WOODS NATURE CENTER

Chris Lynn, Park Planner, gave a presentation on the proposed landscape improvements for Donald W. Meyer Center and The West Woods Nature Center. The intent of the design is to create a consistent theme throughout the Parks. Mr. McCullough suggested incorporating a Mulberry tree in the design.

PARK UPDATES

Beartown Lakes

Awaiting submission for the retainage release request.

Frohring Meadows

A change order will be coming for small changes to the project (i.e., keying the lock on the restroom door).

Hyde Dam

Have received revised drawings from Fultech Engineering.

Mountain Run Station

Awaiting release of the retainage request.

Observatory Park

Received revisions to the entrance drive drawings.

Best Preserve

The project is complete.

Bridge Inspections

Bridge inspections are complete.

Camp Chickagami

The Camp Chickagami agreement states that the Boy Scout Council is responsible for removal of the dam on the property. The Boy Scouts are asking to be released from that portion of the agreement and would like to retain the dam and install a new control structure. However, the Park would be responsible for maintaining the structure in the future. The Planning Department recommended the dam be removed and the Board concurred. Mr. Curtin will contact the Boy Scout Council and apprise them of the decision.

Use of Mountain Bikes on Trails

Mr. Curtin met with a mountain bike enthusiast who would like to use his mountain bike on Park trails. Mr. Curtin stated that Park staff will review the request and may recommend the Park District experiment with mountain biking on one trail in the spring.

House Leases

The Park has three rental properties (Swine Creek House, Burton Wetlands House and Hyde House) and each rents for \$400.00 a month. Mr. Curtin recommended keeping the lease amount the same for 2008 and the Board agreed.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Kathy Allen, Geauga Park District Foundation representative, reported that the Foundation is working on the Annual Fund Campaign and has raised approximately \$16,000. For donations of \$100.00 or more, donors receive a mug. Every donor receives a thank you note from a Foundation trustee.

A donor reception will be held on December 15, 2007 from 2:00 p.m. to 4:00 p.m. at The West Woods Nature Center.

The December Foundation meeting is scheduled for 4:00 p.m. on December 29, 2007 at Orchard Hills Park.

CONTRACT REVIEW

Mr. Curtin distributed the Contract Review documents for Board review. Mr. Leech commended the Planning Department on the helpfulness of the documents.

NEW BUSINESS

PARK PROPERTY APPRAISALS

Ben Sutton from Sutton Insurance Agency recommended that the Park have a professional appraisal done on all of its structures as well as the contents. Mr. Curtin and Sherry Bosworth, Business Affairs Director, met with Industrial Appraisal Company and the company submitted a proposal for \$6,850.00, with the work to be completed in 2008. This figure represents a cost of \$4,750.00 for appraisal of park structures and \$2,100.00 for the appraisal of furniture and equipment. Mr. Curtin recommended including a line item in the 2008 budget to cover the cost of the appraisals. The Board agreed by unanimous consent to accept the proposal for \$6,850.00 from Industrial Appraisal Company.

2008 HEALTH INSURANCE WAIVER AMOUNTS

The Board was provided with the 2008 Health Insurance waiver amounts prior to the meeting. The rates, as established by the Geauga County Commissioners' Office, are as follows:

Type of Wavier	Single	Family
Full coverage waiver	\$792.00	\$2,088.00
Medical/Prescription Only Waiver	\$720.00	\$1,884.00

According to Ohio Revised Code 305.171, a cash payment to an officer or County employee in lieu of providing health insurance must not exceed twenty-five percent of the cost of premiums or payments that otherwise would be paid by the County. When both husband and wife are eligible for coverage under the County group plans, both shall either carry single coverage or if there are more than two dependents, both shall be covered by one family plan. The waiver option will not apply. (Gauga County Personnel Policy and Procedure Manual, Section 5, Benefits, Revised 1/1/2007).

Dr. Rzeszotarski made a motion to accept the 2008 Health Insurance Waiver amounts, as established by the Geauga County Commissioners' Office.

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

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

HEALTH INSURANCE, PART-TIME EMPLOYEES

Robin Pilarczyk met with insurance representatives regarding health insurance for part-time employees. The representatives provided the following information:

- The law is very specific in defining individual coverage versus group coverage.
- If the employer contributes to any portion of the premium or provides reimbursement through wage adjustments or otherwise, it would be considered a qualified group health plan by both the State of Ohio and the Internal Revenue Service (ORC 3924.02).
- With any group plan, there are Federal and State guidelines defining participation requirements, plan design, etc. There would be ERISA and COBRA considerations.
- ERISA is a federal law that regulates employee benefit plans; COBRA assures continuing coverage after a qualified event.
- Who would administer this extra plan?
- If the intent is to assist those who do not have the opportunity to participate in a group plan, then the best and only solution would be a wage adjustment, keeping in mind it must be administered to all part time employees.

Mrs. Pilarczyk spoke with the Benefits Coordinator of Geauga County regarding health care benefits for part-time employees. The Geauga County Commissioners do not have any immediate plans to extend health care benefits to their part-time employees. After some discussion, the Board agreed not to offer health care benefits to part-time Park employees, but suggested looking at other options.

2008 BUILDING CLOSURES

The Board was presented with the following schedule of building closures for consideration:

Easter Sunday	March 23, 2008
Day after Thanksgiving	November 28, 2008
Christmas Eve Day	December 24, 2008

After discussing the schedule, the Board agreed to close the Donald W. Meyer Center on March 23, November 28 and December 24, 2008. The West Woods Nature Center would be closed on March 23 and December 24, but would remain open on November 28 due to the *Wild Nights* exhibit. Naturalists and other Geauga Park District staff working on November 28 will receive a paid day off earlier the same week.

Mr. McCullough made a motion to accept the 2008 Building Closure Schedule.

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

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

COMMISSIONERS' TIME

Mr. McCullough thanked Paul Pira and Chris Lynn for their presentations.

Mr. McCullough distributed a publication on mollusks.

Mr. Leech commented that he took the Ansel Cave Hike and had the privilege of meeting Ansel.

Because of a scheduling conflict, the Board agreed to change the December board meeting date to December 6, 2007.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 5:55 p.m. for the purpose of discussing land acquisition and compensation of a public employee.

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

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

The Board returned from Executive Session at 6:30 p.m. The following item was brought forward for resolution:

LAND ACQUISITION

Dr. Rzeszotarski moved to authorize the Executive Director to enter into negotiations for real property 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
Mr. Leech	Yes

REPORTS FROM COMMITTEES OF THE BOARD

There were no reports from committees of the Board.

REPORTS FROM OFFICERS AND EMPLOYEES OF THE BOARD

Marketing Proposal

After reviewing the marketing proposal from Breehl, Taynor and Zehe (BTZ), the Board recommended discussing it at the Board Retreat on December 1, 2007.

Departmental Reports

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

The meeting adjourned 6:45 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,

Thomas G. Curtin, Executive Director

Robert McCullough, President