

GEAUGA PARK DISTRICT
MINUTES OF THE BOARD MEETING
NOVEMBER 12, 2002

The regular meeting of the Geauga Park District Board was held on November 12, 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 and Mark Rzeszotarski were present. Employees present were: Tom Curtin, Keith McClintock, Paige Hosier, Sylvia Neptune, Robin Pilarczyk and Eileen Smith. Guests present were: Rich Cochran, Joan and Ken Kirk, Ed Meyers and Mark Skowronski.

ADOPTION OF THE AGENDA

Mr. McCullough moved to accept the agenda as presented 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

MINUTES OF THE MEETING

Miss Cope moved to accept the minutes of October 8, 2002, as amended.
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

Dr. Rzeszotarski moved to accept the minutes of October 22, 2002, as presented.
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
MONTH ENDED OCTOBER 31, 2002

GENERAL FUND		
BALANCE OCT 1, 2002		1,260,203.47
EXPENDITURES		200,063.24
Personnel	137,549.39	
Medicare	1,683.38	
Dental /Hospitalization- October	19,806.31	
Vouchers	41,024.16	
 RECEIPTS		 535,522.28
Fees:		
Camping	20.00	
Rookery Heat	260.00	

Canoe and Kayak	10.00	
Greens Workshop Fees	17.00	
Rug Hooking Workshop	25.00	
Holly Days Table Fees	150.00	
Rental Properties-October		
- McKinnon- Swine Creek house	350.00	
- Scott - Krehlik House	350.00	
- Kolar - Burton Wetlands House	375.00	
- McClintock - Hyde House	350.00	
Sales: Nature Stores	3,512.75	
Citation Disbursement	741.00	
Crawford & co - Insurance Claim 2001 Truck	1,096.00	
10% Manufactured Home Rollback Tax	696.61	
2nd Half Personal Property Tax	518,077.03	
Donation: Walter Smith	5.00	
Donation: Tuesday Club for Program Speaker	50.00	
Donation: Garfield Garden Club for Program Speaker	25.00	
Local Government Funds	6,940.27	
Interest earned	2,471.62	
BALANCE OCT 31, 2002		1,595,662.51

CONSTRUCTION FUND

BALANCE OCT 1, 2002 **5,671,993.04**

EXPENDITURES **950,120.40**

Vouchers 950,120.40

RECEIPTS **445,911.31**

Interest Earned 5,669.46

Royalties: Oxford Oil 153.21

Royalties: Cedar Valley Energy-Hehmeyer 353.24

Royalties: Power Gas - Farley Property 92.89

Sale of land parcel- to Clute 89,642.51

Transfer: GPD Foundation:TWWNC Campaign 350,000.00

BALANCE OCT 31, 2002 **5,167,783.95**

VOUCHER RESOLUTION NO. 23-02

Dr. Rzeszotarski moved the adoption of the voucher resolution as presented, a copy of which is on file in the Park District office, so marked Resolution No. 23-02.

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

COMMUNICATIONS TO THE BOARD

The Board and Mr. Curtin indicated that they had received congratulatory comments and well wishes on The West Woods Nature Center.

THE MAPLE HIGHLANDS TRAIL

Construction Update – The construction work on The Maple Highlands is on hold due to the inclement weather. However, they are putting the fencing in along the steep areas. Mr. Curtin indicated that we might be looking at a spring completion date. Dr. Rzeszotarski questioned the erosion risk over the winter. Mr. Curtin responded that appropriate measures would be taken. Mr. Curtin further informed the Board that the gas line has been relocated. Mr. McCullough questioned whether there would be a grand opening for this portion of the bike trail. Mr. Curtin responded that there would not be a grand opening this year since parking is not yet available. Mr. McCullough further questioned how would people know that they could use this portion of the bike trail. Mr. Curtin indicated that the “closed” sign would be removed once the project is completed.

GREAT LAKES CONSTRUCTION COMPANY

Mr. Curtin presented to the Board a pay request from Great Lakes Construction Company for work that had been completed. This pay request was in the amount of Two Hundred Ninety-One Thousand Four Hundred Sixteen Dollars and Five Cents (\$291,416.05).

Dr. Rzeszotarski moved to approve the pay request for Great Lakes Construction Company as stated above.

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

J. G. JOHNSON CONSTRUCTION COMPANY – CHANGE ORDER NO. 1

Mr. Curtin presented to the Board J. G. Johnson Construction Company’s Change Order No. 1 in the amount of Sixty Thousand Five Hundred Sixty Dollars (\$60,560.00) for The West Woods site improvements. The purpose of this Change Order was to furnish and install additional electrical work.

Dr. Rzeszotarski moved to approve J. G. Johnson Construction Company’s Change Order No. 1 as stated above.

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

LANDSCAPING CONTRACT

Mr. Curtin asked the Board to increase J. G. Johnson Construction Company’s landscaping contract to One Hundred Ninety-Two Thousand Five Hundred Thirty-Nine Dollars and Eighty-Five Cents (\$192,539.85). This increase is due to necessary field changes for site improvements at The West Woods.

Dr. Rzeszotarski moved to increase J. G. Johnson Construction Company’s landscaping contract to One Hundred Ninety-Two Thousand Five Hundred Thirty-Nine Dollars and Eight-Five Cents (\$192,539.85) as stated above.

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

Mr. Curtin indicated to the Board that the following two change orders for J. G. Johnson Construction Company were dealing with landscaping at The West Woods.

J. G. JOHNSON CONSTRUCTION COMPANY – CHANGE ORDER NO. 2

Mr. Curtin presented to the Board J. G. Johnson Construction Company’s Change Order No. 2 in the amount of Fifteen Thousand Six Hundred Eight-Nine Dollars and Sixty-Three Cents (\$15,689.63) representing additional erosion controls and plant materials for The West Woods site improvements.

Dr. Rzeszotarski moved to approve J. G. Johnson Construction Company’s Change Order No. 2 as stated above.

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

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

Mr. Curtin presented to the Board J. G. Johnson Construction Company’s Change Order No. 3 in the amount of Ten Thousand Four Hundred Twenty-Five Dollars and Twenty-Seven Cents (\$10,425.27). This Change Order represents changes that were made to the Neighbor’s Way paved walkway due to poor soil conditions.

Dr. Rzeszotarski made a motion to approve Change Order No. 3 for J. G. Johnson Construction Company as stated above.

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

PARK UPDATES

The West Woods -- The Director reported that the punch list items for both the site management and the landscaping contract work are 99% complete. Miss Cope questioned the maintenance of the exhibitry if an exhibit went out of order. Mr. Curtin responded that we do have some replacement parts that can be replaced for several of the exhibits. Miss Cope further questioned whether the nature fact sheets that are placed on the back of the door in the restroom stalls at the Meyer Center would be done at The West Woods. Mr. Curtin responded that we would be putting up a similar display at The West Woods in the restroom stalls inside the Nature Center. Dr. Rzeszotarski questioned the elevator use and how to let the public know that the elevators are for staff only. There was discussion concerning placing two stanchions in front of the elevator or possibly a rope, which could be magnetized. Mr. Curtin will follow-up with suggestions to the Board. Mr. McCullough questioned whether there was adequate space in the classrooms on Election Day for voting. Mr. Curtin responded that voting went smoothly; however, next year voting would be shifted to the Oak Room.

Surveys – Mr. Curtin reported that surveys are being completed for our property in Parkman as well as the railroad right-of-way property.

Ranger and Maintenance Buildings – Mr. Curtin reported that we are waiting for the building permit to expand the North Maintenance building and the Ranger garage. The request was submitted over a week ago.

The Rookery – Tom Curtin reported that there has been beaver activity along the Interurban Trail. John Oros, Land Stewart, has prepared a plan and ordered material for a water level control box, which will control the water level adjacent to the trail.

NEWSLETTER UPDATE

Tom Curtin informed the Board that the bids for the newsletter would be opened on Monday, December 2nd. Paige Hosier, Marketing Manager, would like to add an annual report to the newsletter. Nate Eppick, Marketing Assistant, has put together an outline of this project for the Board's review and asked for any suggestions from the Board. The annual report would be sent out in the March all-county newsletter mailing. This insert would be done similarly to the insert the Foundation puts into the newsletter.

FEE SCHEDULE FOR 2003

Mr. Curtin recommended to the Board that the current fee schedule remain the same. The only exception would be the adding of the Oak Room at The West Woods. Because of the size of the Oak Room compared with any of the other rooms, Mr. Curtin suggested that the fee should be \$50.00 for using half of the room or \$100.00 for using the whole room. Dr. Rzeszotarski questioned who would be using the Oak Room. Mr. Curtin responded that this room would be used for public meetings for organizations that have similar mission statements. Special permits would be issued.

Dr. Rzeszotarski made a motion to approve the fee schedule for 2003 as presented. 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

SHELTER USE

Mr. Curtin updated the Board that there has been a 75% increase in the reserving of the shelters and a 45% increase in the number of people in attendance at the shelters. Dr. Rzeszotarski questioned the fee for heat at The Rookery. Mr. Curtin responded that we have not received any complaints for charging a fee for heat. We are encouraging patrons to make a commitment for heat at the time they make a reservation in order to give the Maintenance Department enough time to make sure the heat is turned on for our patrons.

Mr. Curtin indicated that the Meyer Center and The West Woods Nature Center would be closed on Thanksgiving Day, Christmas Day and New Years Day. Appropriate signage to inform patrons would be posted.

CALENDAR FOR 2003

Mr. Curtin brought to the Board's attention that next year, Veterans' Day falls on the same day as the regularly scheduled Board meeting. Mr. Curtin suggested moving the meeting to Wednesday, November 12th. The Board was in agreement.

APPOINTMENT OF FOUNDATION TRUSTEES

Mr. Curtin recommended the Board consider for appointment to the Geauga Park District Foundation Board Jay Giles and Raymond Haserodt to serve for a three-year term beginning January 1, 2003 through December 31, 2005.

Miss Cope made a motion to approve the appointment of Jay Giles and Raymond Haserodt to the Geauga Park District Foundation Board of Trustees as described 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

Mr. Curtin recommended to the Board the re-appointment of Isabelle Boland and Paul Newman to the Geauga Park District Board of Trustees to a second three-year term beginning January 1, 2003 through December 31, 2005.

Miss Cope made a motion to approve the re-appointment of Isabelle Boland and Paul Newman to the Geauga Park District Foundation Board of Trustees as described 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

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 4:35 p.m. for the purpose of discussing land acquisitions and personnel.

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 7:00 p.m.

WIEGMAN PROPERTY

At the July 9, 2002 Board meeting, the Board made a motion for the Director to proceed with negotiations to purchase property from Lee and Becky Wiegman, the acreage and dollar amount to be determined at a later date. The survey for the property is now complete. Geauga Park District is in the process of purchasing 0.1679 acres of railroad right-of-way property from Lee and Becky Wiegman for the purchase price of Four Thousand Seventy-Nine Dollars (\$4,079.00).

LAND ACQUISITION

Bainbridge Township

Dr. Rzeszotarski made a motion for the Director to enter into negotiations for property in Bainbridge 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

BOARD RETREAT

The Board made plans to hold a retreat at The West Woods Nature Center on Saturday, December 7, 2002, from 9:00 a.m. to Noon for the purpose of discussing long range planning.

BASS LAKE

Mr. McCullough made a motion that it would be inappropriate for the Board to enter into outside agreements regarding oversight requirements when protection mechanisms are already in place on properties Geauga Park District acquires.

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

Dr. Rzeszotarski	Yes
Miss Cope	Abstain
Mr. McCullough	Yes

DEPARTMENTAL REPORTS

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

The meeting adjourned 7:20 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, Director

Robert McCullough, President