

GEAUGA PARK DISTRICT
APRIL 10, 2001

The regular meeting of the Geauga Park District Board was held April 10, 2001, 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 present were Betty Cope and Mark Rzeszotarski. Employees present were Tom Curtin, Keith McClintock, Sherry Bosworth, Amy Chapman, Paige Hosier, Tim Kallay, Gil Koeth, Robin Pilarczyk, Eileen Smith, Denise Weisbarth and Jim Ziemnik. Guests present were Sharon Haynes, Richard Ruckels and Steve Lasko.

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:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

APPROVAL OF THE MINUTES

Dr. Rzeszotarski moved that the minutes of March 13, 2001, be approved as amended. 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

INTRODUCTION OF GUESTS

Tom Curtin introduced to the Board the new HR/Volunteer Coordinator, Robin Pilarczyk. Mr. Lasko introduced himself as a representative from Seitz Builders.

**FINANCIAL STATEMENT
FOR THE MONTH ENDED MARCH 31, 2001**

GENERAL FUND

BALANCE MARCH 1, 2001

713,236.39

EXPENDITURES

196,271.34

Personnel	115,078.67
Medicare	1,372.87
Hospitalization -March	16,892.82
PBX	185.06
PERS-4 th quarter 2000	21,480.78
Vouchers -March/April	41,261.14

RECEIPTS

2,506,340.51

Fees:

Woodcock Painting Workshop	130.00
Sap Bucket Painting Workshop	100.00
Rental Properties	
- McKinnon- Swine Creek house-March	350.00
- Scott - Krehlik House - March	350.00

- Kolar - Burton Wetlands House March	350.00	
Sales: Gift Cart/ Syrup	3,092.63	
Artwork Commissions	8.00	
Sponsorships: MGI Marc Glassman- picnics/concert	3,500.00	
Return of check by plan holder	-75.00	
Deposit of funds for plans- TWWNC bids	2,025.00	
Refund of Workers Comp funds	11,383.38	
Refund of vendor overpayment	42.00	
Chardon Muni Court-Citation Disbursement	10.00	
First Half Real Estate Taxes	2,475,350.44	
Local Government Funds	4,469.74	
Interest earned	5,254.32	
BALANCE MARCH 31, 2001		3,023,305.56

CONSTRUCTION FUND

BALANCE MARCH 1, 2001 **3,872,410.50**

EXPENDITURES **93,331.39**

Vouchers - March/April 93,331.39

RECEIPTS **43,599.74**

Interest Earned 20,963.89

Royalties: Oxford Oil Co 170.48

Cedar Valley energy - Hehmeyer property 162.22

Clinton Petroleum Co Inc 388.15

Donations:

Village Barber - for K-9 Unit 15.00

Petal Pusher - for K-9 Unit 20.00

Friends Membership - Drescher 10.00

General Public from Tree Tappers' Ball 95.00

Chardon United Methodist Church 25.00

Estate of Mark Sperry 10,000.00

Homer everett Fund - TWWNC 11,750.00

BALANCE MARCH 31, 2001 **3,822,678.85**

PARK DEBT FUND

BALANCE MARCH 1, 2001 **2,952.55**

EXPENDITURES **0.00**

RECEIPTS **337,513.59**

Interest Earned 13.59

1ST Half Real Estate Tax 337,500.00

BALANCE MARCH 31, 2001 **340,466.14**

VOUCHER RESOLUTION NO. 08-01

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. 08-01.

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

Miss Cope shared a complimentary comment from a gentleman who lives near Walter C. Best Park regarding information on the eagle's nest in the area.

RANGER APPOINTMENTS

RESOLUTION NO. 08A-01

Dr. Rzeszotarski moved for the adoption of the following resolution:

RESOLVED, that in accordance with Section 1545.13 of the Ohio Revised Code, Christopher Holt and *Sammy* (K-9) be appointed as police officers (Rangers) of the Geauga Park District; and

RESOLVED that these appointments shall be effective on their date of hire.

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 WEST WOODS

Paige Hosier updated the Board on the progress of the Capital Campaign for The West Woods Nature Center. Ms. Hosier reported that the current total of pledges and donations at the end of March was \$502,845.01. Included in this amount are the 45 pavers that have been sold (\$4,500). In addition, membership total to date for 2001 is \$1,015.00. Ms. Hosier shared with the Board that the Foundation had received two additional donations this week in the amount of \$25,000. Ms. Hosier reported to the Board that Sylvia Neptune is currently working on a possible grant for the green roof.

AWARD OF BID FOR THE WEST WOODS NATURE CENTER

Bids were opened and publicly read on February 20, 2001, for The West Woods Nature Center. The bids were received from the following:

ALL TRADES

Cleveland Construction
G Q Contracting
John G. Johnson
JTO
New Era
Seitz Builders

GENERAL TRADES

Buckeye
Cleveland Construction
G Q Contracting
Henle
Johnson
JTO
New Era
Seuffert

ELECTRICAL TRADES

A J Goulder
Erieside Electric
Lake County Electric
London Road Electric
New Era

MECHANICAL

All Seasons
Miller Plumbing
New Era
Ogrinc
Thompson Mechanical

PLUMBING

CYA Plumbing
Detrich Industrial
Miller Plumbing
New Era

The complete bid report spreadsheet, with Alternates 1 through 9, is on file at the Park District office.

After reviewing all the bids for The West Woods Nature Center, Tom Curtin recommended to the Board to accept the bid from J. G. Johnson Builders in the amount of \$2,379,300.00. This is an all-inclusive (electrical, plumbing and HVAC) project bid.

Mr. McCullough moved to accept the bid from J. G. Johnson Builders in the amount of \$2,379,300.00 for The West Woods Nature Center.

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

MEYER CENTER CONSTRUCTION CHANGE ORDER NO. THREE

Tom Curtin presented to the Board Change Order No. Three from A. H. Stowe Construction Company. This change order was necessitated by a slight change in the pillars at the entrance doorway. The cost difference is an increase in the amount of \$56.50.

Dr. Rzeszotarski made a motion to approve A. H. Stowe Construction Company's Change Order No. Three in the amount of \$56.50.

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

THE ROOKERY

Heat -- As previously discussed with the Board, Mr. Curtin updated the Board with heat cost information concerning The Rookery. Keith McClintock shared with the Board that the cost to fill the propane tank was \$750.00. Mr. McClintock stated further that Rod Fyfe, Maintenance-North Supervisor, would be monitoring the use of the propane and collect data. Tom Curtin suggested possibly charging a nominal fee for patrons who desire to have the heat turned on at The Rookery. Miss Cope asked for an explanation as to how the heat monitoring would work. Mr. Curtin responded that the heat is set on a timer, which can be controlled by the Maintenance Department. If a patron requested the heat to be turned on, Maintenance would be able to set the heat timer for the desired times. The Board will review the heating fee for The Rookery after some data has been received.

There was further discussion as to the possibility of screening the propane tank. The Planning Department has taken pictures of the propane tank. They plan to view the tank during the seasonal change to observe if the "natural" coverage would be adequate. Miss Cope wondered if possibly the propane tank could be painted. Mr. Ziemnik responded that the company that we lease the tank from indicated that the tank's color is for the purpose of reflecting heat to keep the propane cooler. Dr. Rzeszotarski added that it also helps keep the pressure in the tanks lower.

Mr. McCullough questioned whether the fan would inter-relate with the heater. Mr. Curtin replied that he did not think that would be a problem. Mr. McCullough also questioned the possibility of a screen in front of the fireplace. Dr. Rzeszotarski agreed that the fireplace area could be potentially dangerous for small children. Mr. Curtin would look into the possibility of a screening for the fireplace.

Playground – Jim Ziemnik presented to the Board a pictorial display showing proposed alternative locations for the playground. The playground would be located in a relatively visible area to the Lodge, yet not so close as to be a nuisance to Lodge users. Mr. Ziemnik shared his thoughts and

concerns for safety, drainage and aesthetics. Dr. Rzeszotarski expressed his concern for young children running from the playground onto the roadway. He suggested possibly a low-planted hedge that would deter the youngsters from running into the parking lot. Mr. Ziemnik suggested that benches would also assist in safety. The Director was hopeful to get the playground area for the younger children underway shortly, with the consideration of an expanded playground area for older children at a later date.

Lodge – The Board further discussed the Lodge facility being unlocked. Both Tom Curtin and Mr. McCullough expressed concern over the Lodge being left unlocked.

FARMLAND PRESERVATION—MEMORANDUM OF UNDERSTANDING

Keith McClintock shared with the Board that after our last Board meeting, he forwarded the Farmland Preservation's Memorandum of Understanding to the Park's counsel for review. Our counsel did have several recommended changes. This Memorandum of Understanding is now under review by the Planning Commission.

PARK COMMISSIONERS BOARD RETREAT

Tom Curtin presented to the Board the details for the Board Retreat, which is scheduled for Saturday, April 28, 2001, at the Geauga West Library, for 9:00 a.m. until Noon for the purpose of discussing philosophies, the future direction of the Park, and goals. Mr. Curtin asked the Board if they had any topics that they would like added to the agenda. Dr. Rzeszotarski suggested the need for a strategic plan for land over the next 20 years, and growth and endowment funds for the Nature Center.

VOLUNTEER APPRECIATION

Mr. Curtin reminded the Board that on Saturday, April 28, 2001, the Volunteer Appreciation celebration would be held at The Rookery from 1:00 p.m. until 3:00 p.m.

PARK UPDATES

Frohring Meadows – Mr. Curtin reported that the management plan for Frohring Meadows is 20% complete. This management plan will be presented to Chagrin Falls council with the intention to see how the Park plans to develop this area. Dr. Rzeszotarski requested the opportunity to review the plan prior to it being submitted to Chagrin Falls.

Affelder Property/The Rookery – Tom Curtin informed the Board that CEI had been trimming high-tension wires near the Affelder property. It was suggested that possibly pesticides would be sprayed in this area as well as at The Rookery. Mr. Curtin stated that the spraying of pesticides would not be done at these locations.

Swine Creek/sugar bush – The Director informed the Board that John Oros and Phil Gingrich have been working with the Maintenance-South Department on maintaining a healthy sugar bush.

Meyer Center – Tom Curtin updated the Board on the scheduled delivery date of May 7, 2001, for furniture. Mr. Curtin shared with the Board photographs of the stonework at the west end of the building.

Cherry Room – Mr. Curtin informed the Board that the style of tile has been picked out for the acoustics for the Cherry Room. However, a leak has been discovered in the ceiling. The Maintenance Department plans to use a high-pressure hose to determine where the leak is located before proceeding with installation of the acoustical tile.

GIS System – The Board viewed samples of maps produced from the GIS system. These maps were 3-D and could depict drainage areas. It is Mr. Curtin's opinion that these maps could be a big benefit to the Park.

Trails – The Director informed the Board that upgrades would be done to the Creek Trail this year in Big Creek Park. Phase II on Ansel’s Cave at The West Woods will also be completed this year. The steps will be done on the cave area mid-summer. All these projects, however, are weather dependent.

Health Fair – The Board was updated on the All Staff Health Fair to be held on May 17, 2001, at the Meyer Center from 8:00 a.m. to 4:30 p.m. Amy Chapman has arranged for several organizations to come in. Areas of interest will be nutrition, exercise, stress massage and alternative medicines. Sessions will be repeated in order to accommodate all staff members. Mr. Curtin extended an invitation to the Board to participate in this All Staff Health Fair.

Maintenance Buildings – The Director informed the Board that he and Keith McClintock, along with the Maintenance Supervisors have begun to look at the needs of the Maintenance Department. It is just in the planning stages at this point, but they are taking into consideration the possibility of having a centralized maintenance facility for North and South, with satellite centers in the future. Mr. Curtin assured the Board that he would keep them apprised. Dr. Rzeszotarski questioned whether we would have a third operation, whether it would be staffed by the staff we currently have or would we have a foreman who would be in charge of the parks. Mr. Curtin responded by stating all these “ideas” are being thought through.

Weekly Reports – Mr. Curtin and Mr. McClintock have been providing the Board with weekly updates on activities in the parks. Mr. McClintock questioned the Board as to whether the Board thought these weekly updates were worthwhile. Mr. McCullough responded that he thought they were great. Dr. Rzeszotarski felt they were really helpful.

INSURANCE PROPOSAL

Sherry Bosworth informed the Board that the Park had requested proposals for our liability insurance policy. Proposals were received from:

<u>INSURANCE COMPANY</u>	<u>ANNUAL PREMIUM</u>
American National Fire Ins. Co.	\$88,547.00
Arkwright Mutual Ins. Co.	\$74,385.00
Ohio Government Risk Mgmt. Plan	\$69,972.00
Public Entities Pool of Ohio	\$47,321.00

Sherry Bosworth reported that the Public Entities Pool of Ohio submitted a proposal that was double the current coverage, all Park personnel would be bonded and that this coverage also included earthquake coverage for \$47,321.00 annual premium. This is a reduction in the premium payment from the prior year. Mr. Curtin recommended to the Board to accept this bid for liability insurance.

Miss Cope moved to accept the proposal for liability insurance from Public Entities Pool of Ohio commencing April 25, 2001, through April 25, 2002, in the amount of \$47,321.00.

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

INFORMATION ON AUCTIONING HOUSES

Mr. Curtin has looked into the process of auctioning Park houses. He shared the information with the Board that the process would begin with receiving the approval from the Probate Court Judge. The property would have to be published once a week for four consecutive weeks in a newspaper of general circulation. The Park would then entertain sealed bids. Once a bid was accepted, the Board would have to approve the bid.

Mr. McCullough questioned whether employees could bid on these houses. Mr. Curtin will check with legal counsel. Miss Cope questioned whether people would have the opportunity to view the house. Mr. Curtin responded that they could view the house. Dr. Rzeszotarski questioned whether an inspector could be brought in to inspect the house. Mr. Curtin responded that they could have an inspector come through the house. Dr. Rzeszotarski further questioned whether the house could be moved off the property. Mr. Curtin replied that the house could be removed.

RESEARCH GRANT PROPOSALS

Keith McClintock presented to the Board four research grant proposals. Mr. McClintock recommended to the Board two of the four research grant proposals. They are as follows:

Andrea Corbetts	Potential Influences of Alliarua Petiolata on the Soil Environment: Implications for Control Measures	\$1,600.00
Reinhold Friebertshausser Terry Harmon	Flow of Water Passing Thru Silver Creek	\$2,000.00

Dr. Rzeszotarski moved to approve the two research grants listed above and to proceed to execute contracts in the above-specified amounts.

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

MARKETING UPDATES

Website -- Paige shared with the Board that, hopefully, a designer would be selected shortly for the website.

40/40 Hikes – Ms. Hosier presented to the Board the 40/40 pin. These pins will be distributed to participants in the 40/40 hikes who have achieved 40 miles hiking the parks during our anniversary year. Paige Hosier was pleased to report that a volunteer, Ron Skrbn, was the first recipient of the 40/40-anniversary pin. Ron documented hiking 60 miles in the parks.

40th Anniversary Promotional Items – Paige Hosier shared with the Board the design and color for the T-shirts. The design for both the T-shirts and the litterbags were done by a volunteer, Karen Morgan. Karen Morgan donated both her time and talent.

40th Anniversary Concert and Picnics – Ms. Hosier reported that Marc’s has offered to co-sponsor the anniversary concert. They have also committed to donate money and gift certificates towards the picnics. In return, they will receive recognition on all event press releases and promotional materials; poster recognition at all picnic events; a one-page ad (5 ½” x 8 ½”) in the concert program; reserved seating for four at the concert; complimentary exhibitor space at the concert; recognition in the all-county issue of Geauga Park District newsletter and eight complimentary T-shirts.

WKSU Sponsorship – Paige Hosier reported that Newman Outfitters would be sponsoring our WKSU program *Beyond the Backyard*. They will be the sponsor mentioned during the radio program.

TRANSFER OF FUNDS
RESOLUTION NO. 09-01

Mr. McCullough made a motion for the authorization of the transfer of funds in the amount of Two Million Dollars (\$2,000,000) from account S05 to Q41 to cover construction costs for The West Woods and other projects.

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 5:35 p.m. for the purpose of discussing land acquisitions and personnel.

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 6:40 p.m.

LAND ACQUISITION

Mr. McCullough made a motion to authorize the Director to negotiate with landowners along the bike trail.

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

DEPARTMENTAL REPORTS

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

The meeting adjourned at 6:49 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

Robert McCullough