

GEAUGA PARK DISTRICT
MINUTES
December 13, 2005

The regular meeting of the Geauga Park District Board was held on December 13, 2005, at the Park District office, Chardon, Ohio. The meeting was called to order at 4:00 p.m. President Robert McCullough was in the chair. Board member Betty Cope was present.

Employees present:

Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Barb Emch, Executive Secretary
John Oros, Natural Resource Manager
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Manager
Paige Hosier, Marketing Director
Paul Pira, Park Biologist

ADOPTION OF THE AGENDA

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

Dr. Rzeszotarski	Absent
Miss Cope	Yes
Mr. McCullough	Yes

ADOPTION OF THE MINUTES OF NOVEMBER 8, 2005

Miss Cope moved that the minutes of November 8, 2005 be approved as amended.
Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Absent
Miss Cope	Yes
Mr. McCullough	Yes

FINANCIAL STATEMENT
FOR THE MONTH ENDING
NOVEMBER 30, 2005

GENERAL FUND

BEGINNING FUND BALANCE NOVEMBER 1, 2005		2,083,734.04
EXPENDITURES & OTHER USES		312,227.66
Personnel	157,355.48	
Medicare	1,866.68	
Dental /Hospitalization	30,507.41	
PERS	21,651.03	
Vouchers	100,847.06	
REVENUES & OTHER USES		27,918.50
<u>General Tax Collections</u>		
- Grants	4,000.00	
<u>Investment Income</u>		
	5,200.12	
<u>Gifts & Donations</u>		
- Joshua Fund memorial gift	4,601.00	
- Foundation Binocular and Paver Sales transfer		

<u>Fees</u>		
- Programs - Schools - Out-of-County	516.00	
- Camping	20.00	
- Facility Utilities	820.00	
- Workshops - General - Public Program	320.00	
- Programs - General - Public Program	114.00	
<u>Sales</u>		
- Tapper's Treasures - MC	133.43	
- Tree Tops - TWW	674.25	
- Credit Card - All Facilities	854.90	
- Water Vending Machine Sales - TWW	38.25	
<u>Rental Properties</u>		
- Agriculture land use - Soltis	2,000.00	
- Swine Creek house - Harry	400.00	
- Burton Wetlands House- Kolar	350.00	
- Hyde House - McKinnon	400.00	
<u>Other Receipts</u>		
Citation Disbursement	101.00	
Recycling Proceeds	13.81	
Local Government Funds	7,144.99	
Miscellaneous Receipts	216.75	
- Foundation postage expense reimbursement		
ENDING FUND BALANCE AS OF NOVEMBER 30, 2005		1,799,424.88
 LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE NOVEMBER 1, 2005		2,027,159.55
EXPENDITURES & OTHER USES		21,013.64
Vouchers	21,013.64	
REVENUES & OTHER USES		7,334.10
<u>Investment Income</u>	6,590.63	
<u>Royalties</u>		
- Oxford Oil Co - Swine Creek	340.90	
- Cedar Valley Energy - Hehmeyer property	272.68	
- Great Lakes Energy - Hart property	29.15	
- Power Gas - Farley property	100.74	
ENDING FUND BALANCE AS OF NOVEMBER 30, 2005		\$ 2,013,480.01
 RETAINAGE FUND*		
BEGINNING FUND BALANCE NOVEMBER 1, 2005		188,990.78
EXPENDITURES		0.00
Vouchers	0.00	
REVENUES & OTHER USES		593.29
Transfer from Land Improvement Fund	0.00	
<u>Investment Income</u>	593.29	
ENDING FUND BALANCE AS OF NOVEMBER 30, 2005		189,584.07

* Established in August 2005

FINANCIAL STATEMENTS

Miss Cope asked for clarification on the layout of the new format of the financial statements which the Board received prior to the meeting. Michele Pennell answered her questions and explained that this format is consistent with reports provided by the Auditor of the State of Ohio. One of the most significant changes is that the fund previously titled the "Construction Fund" is now titled the "Land Improvement Fund". This change is consistent with the fund name on file with the Geauga County Auditor's office.

VOUCHER RESOLUTION NO. 32-05

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. 32-05.

Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Absent
Miss Cope	Yes
Mr. McCullough	Yes

COMMUNICATIONS TO THE BOARD

Mr. Curtin had no communications to relay to the Board. Mr. McCullough mentioned that he had attended a Geauga Retired Teachers event recently. Mr. McCullough was approached by a retired teacher who told him that a gentleman from the Cleveland Foundation commented on what a pleasure it was to work with Les Bednar, Development Officer, and Keith McClintock, Deputy Director.

REGIONAL BIODIVERSITY PARTNERSHIP MEMORANDUM OF UNDERSTANDING

Paul Pira explained to the Board that a group of natural resource persons from several regional organizations have been getting together once a month to collaborate and exchange ideas regarding funding opportunities and to identify priority areas for land acquisition in order to become proactive about conservation easements. Along with Geauga Park District, the organizations include Grand River Watershed Partners, Cleveland Museum of Natural History, Cleveland Metroparks, Lake Metroparks, The Nature Conservancy, Metroparks serving Summit County, Portage Park District and the Ohio Department of Natural Resources. They are looking to formalize this effort with a Memorandum of Understanding to achieve a buy-in of the partners and to facilitate the application for grant funding. Miss Cope asked if dues were required and Mr. Pira explained that there were no dues just a sharing of resources.

Mr. McCullough made a motion to enter into a Memorandum of Understanding as a partner of the Regional Biodiversity Partnership. The memorandum reads as follows:

This Memorandum of Understanding (MOU) is made and entered into among the members (the "Members") of the Regional Biodiversity Partnership (the "Partnership") listed below. The agreement creates a voluntary network of conservation-related agencies and organizations which share common goals and have come together to achieve these goals through coordinated collaboration and cooperation. Members must be affiliated with a conservation-related agency or organization; there will be no memberships granted to individuals or for-profit corporations at this time.

Mission of the Regional Biodiversity Partnership

The Regional Biodiversity Partnership is dedicated to the identification, protection and restoration of biodiversity in our region and to the increased public awareness of biodiversity, through the support of its member organizations.

The Regional Biodiversity Partnership will:

1. Improve the sharing of technical and other pertinent information between Regional Biodiversity Partnership member organizations by increasing all facets of communication.
2. Increase the capacity of Regional Biodiversity Partnership member organizations by establishing key programs to aid with recruitment and retention of both paid and unpaid staff, stewardship needs and biological inventories.
3. Promote public awareness and visibility of the region's native plant and animal communities.

Membership Requirements

1. A representative from member organizations will attend at least 50% of scheduled meetings throughout a calendar year.
2. When able, member organizations will provide technical and scientific information, including methodologies and Internet-based resources, regarding their work.
3. Members will submit events and other organizational information in a timely manner for inclusion on the Partnership website.
4. Members will provide one representative from their organization to serve on the Director's Council.
5. Members will adopt the Partnership's Strategic Plan to the extent consistent with the member's mission.

It is mutually agreed and understood by and among the parties hereto that:

This Memorandum of Understanding reflects an entirely voluntary commitment among its members to cooperate and work together to achieve the mission articulated herein. This Memorandum of Understanding in no way obligates or restricts the activity of any party hereto in any way, and creates no legal requirements or remedies.

No Member shall obligate, or purport to obligate, any other Member with respect to any matter.

This Memorandum of Understanding will be in effect for a 3-year term, at which time it will be revisited and possibly revised.

Any party may withdraw from the Partnership at any time by providing written notice of the party's intent at a scheduled meeting. A Member may be removed by a two-thirds vote of the Members of the Partnership present at a meeting at which there is a quorum.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed as of the date of the signing of the document, December 13, 2005.

Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Absent
Miss Cope	Yes
Mr. McCullough	Yes

Dr. Rzeszotarski arrived at 4:25 p.m.

MARK SPERRY MEMORIAL FUND

Mr. Curtin reported that he, Keith McClintock, and Robert McCullough met with Aggie Sojka regarding the options for using the Twelve Thousand Dollar (\$12,000.00) gift to create a memorial for Mark Sperry, former Geauga Park District Commissioner and longtime Geauga County maple syrup producer. Ideas discussed were naming the sugarhouse at Swine Creek Reservation in honor of Mr. Sperry's service to the Park District and creating an exhibit of the history of maple sugaring. Miss Cope stated that she would like the family to be comfortable with the memorial and asked if there were enough funds to cover the project. Mr. Curtin responded that he thought there would be enough funds to cover the history panel exhibit. Miss Cope added that the Park District should provide additional funds if required to do the exhibit properly.

Mr. McCullough made a motion to add additional funds to the Mark Sperry memorial gift of Twelve Thousand Dollars (\$12,000.00) if required to complete the exhibit.

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

OBSERVATORY PARK MANAGEMENT PLAN PRESENTATION

John Oros explained that a presentation was made to the park staff to give them an overview as to the reasons why park management plans are necessary for the planning and development of park properties. Management plans provide baseline data on all of the natural resources and wildlife of a property and help to determine how the property will be developed in the future.

Paul Pira went into detail regarding the Management Plan that he completed for the Observatory Park. He mentioned that Frank Stehli, retired biologist, assisted with the data gathering and determined that the property shows good streams including a cold water environment that may be conducive to brook trout. Mr. Pira explained how the management plan helps to identify which areas can be used for buildings, parking lots, and shelters and which areas should have little or no access by visitors. Dr. Rzeszotarski commented on the thoroughness of the plan.

Miss Cope took the opportunity to commend Mr. Pira for the way in which he handled the situation with the pollutant at Springbrook at Bass Lake Preserve. A surfactant made its way into the stream when contractors were working on a pipeline project on Auburn Road. After being alerted by a Bass Lake neighbor, Mr. Pira quickly made calls to the Ohio Environmental Protection Agency (OEPA) and followed through with testing the stream and the fish for any effects of the contaminant.

A discussion took place of how to capture all the historical, cultural and biological history that is known by certain individuals in our county, such as Bob McCullough, Jim Bissell, and Dr. Andrew White. Dr. Rzeszotarski stated that we do not have this information recorded anywhere and that we should consider doing this before the information is lost. Miss Cope suggested applying for a grant for an historian to do this. Dr. Rzeszotarski suggested that we develop a Request for Proposal for a historian to do such an oral history project.

Mr. Curtin distributed a copy of the proposed policy for the management of wildlife on park property. He asked the Board members to review the document for discussion at the January 2006 meeting of the Board. John Oros added that he will include a memo in the packet of information that goes to the Board members prior to the meeting including issues to think about with respect to this policy.

LEGAL COUNSEL REFERENCE REVIEW

Mr. Curtin reported that we have checked the references for the legal firms of Ulmer and Berne and Blaugrund, Herbert and Martin as part of the research into using these firms for legal counsel in certain matters in the future. All the references provided excellent reports in their dealings with the firms. Mr. Curtin recommended that we continue to use Thrasher, Dinsmore and Dolan as our basic park counsel. We have used Blaugrund Herbert & Martin in the past for personnel matters and would like to consider using them and Ulmer and Berne if a special situation arises. Dr. Rzeszotarski stated that we would be open to the opportunity to spread out our legal work but need to give consideration to the additional costs of driving time, postage, and courier service should we work with a firm outside of our area. Miss Cope added that the local tie with the Chardon firm of Thrasher Dinsmore and Dolan is valuable and promotes general community relations. She would like the firm to know that this weighs heavily on our continued use of their firm. Dr. Rzeszotarski would also like to see Thrasher, Dinsmore and Dolan gain the expertise so that they can get back our business in the area of personnel and labor relations.

**APPOINTMENT AND RESIGNATION OF
GEAUGA PARK DISTRICT FOUNDATION TRUSTEES**

Mr. Curtin brought forward the name of Pierre Hodgins for the Board's action of appointing him as Trustee for the Geauga Park District Foundation to serve a three-year term beginning January 1, 2006 and ending December 31, 2008.

Mr. McCullough made a motion to appoint Pierre Hodgins as a Trustee for the Geauga Park District Foundation as stated 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 brought forward the names of three Trustees of the Geauga Park District Foundation who have resigned from their position:

Ms. Kathleen Dangelo	appointed November 16, 2004
Ms. Betsy Rader	appointed December 8, 2003
Dr. Paul Clemens	appointed May 20, 2003

These Trustees have ended their appointment before the term expiration date, citing personal reasons.

Mr. McCullough moved to accept the resignations of Ms. Kathleen Dangelo, Ms. Betsy Rader and Dr. Paul Clemens as Geauga Park District Foundation Trustees.

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

PARK UPDATES

Mr. Curtin updated the Board on the following:

Affelder House Improvements

Mr. Curtin reported that Jerry Holzheimer, Project Manager, is managing this project. The project is now on hold as we work with the architect to make the changes required by the Geauga County Building Department. Bidding for the balance of the work will begin in January. The project is expected to be completed by the beginning of the summer.

Beartown Lakes Reservation
Lower Bear Lake Dam Improvements

Smolen Engineering, Ltd. has given an estimate for the construction costs of Ten Thousand Four Hundred Dollars (\$10,400.00) which includes repair to the Lower Bear Lake Dam, the causeway trash rack repair, and the Middle Bear Lake emergency spillway.

Frohring Meadows

Aaron Young, Park Planner, is reviewing the AutoCAD drawing on the trail layout. The building plans of the restrooms are being drawn and will be ready to present to the Board at the January meeting.

Hyde Property

There was a large disparity between the two Requests for Quotes that were received for the Hyde Dam restoration projects. We will re-issue the Request For Qualifications in January.

The Maple Highlands Trail-Central

The Aquilla/Claridon Road bridge fabrication is complete. The painting preparation has begun and everything is on schedule for the installation. Claridon/Aquilla Road will be closed on December 27th through 30th, 2005 and January 3rd and 4th 2006. Letters were sent to all of the residents along this section of the trail, as well as all government officials and departments. Emergency vehicle access will not be restricted. Aaron Young is reviewing the trailhead landscaping plans with Debbie Palmisano, Park Worker.

Mr. McCullough asked if the snow stops have been installed on the Taylor Wells Rd. Bridge and Mr. Curtin replied in the affirmative.

Mountain Run Station

The cost estimate is in for Phase II of the Mountain Run Station project. Projected cost for paving, restrooms and parking area is Three Hundred Fifty-Four Thousand Four Hundred Sixty-Nine Dollars (\$354,469.00) with approximately Thirty-Five Thousand Dollars (\$35,000.00) additional for landscaping.

Observatory Project

Mr. Curtin shared the rendering made by Burt Hill, the design firm for the Observatory Park. He explained that the overflow parking area will add approximately Two Hundred Fifty Thousand Dollars (\$250,000.00) so we have put that option on hold for now. Mr. Curtin added that this rendering will be used for fundraising purposes as well.

Postcards of Geauga Park District

Mr. Curtin gave a follow up on cost estimates to produce postcards from the Paul Newman photographs taken in various locations throughout the Park District. The cost for 1,000 postcards would be approximately Seven Hundred Thirty-Two Dollars (\$732.00). Past history of postcard sales in our nature stores indicate that we would have a hard time selling them. Mr. Curtin recommended that we not produce postcards at this time. Miss Cope suggested waiting until we have a big event, such as the opening of The Maple Highlands Trail or the Observatory Park.

Endowment Fund Descriptions

Mr. Curtin asked the Board for comment on the latest draft of the descriptions of the three endowment funds through the Cleveland Foundation; the Education Endowment Fund, the Stewardship Endowment Fund, and the Unrestricted Endowment Fund. Dr. Rzeszotarski commented that the descriptions were satisfactory. Mr. Curtin added that the fund descriptions will be discussed at the next meeting of the Endowment Fund Trustees which will take place on February 14, 2006.

Gift Programs

Mr. Curtin asked the Board for feedback on the draft of the brochures for the Geauga Park District Gift Program. Three brochures were presented: Planned Giving, Donor Opportunities, and Memorial Gifts. Dr. Rzeszotarski commented that his first impression of the brochures was that the color was bland and the pictures were not appropriate, such as the picture of the wrapped gift or the open door. He stated that the content and ideas are good, but the style and theme should follow the style of Geauga Park District literature. He liked the creative donor opportunities identified in that brochure. Miss Cope added that she would like to see a stronger presentation in terms of the color and the text. She added that the statement that the gift may be tax deductible could deter donors. She also stated that these brochures did not look like any of the other Park publications. Dr. Rzeszotarski stated that he would like to see donations go through the Geauga Park District Foundation rather than the Park District. He felt that it is fine for the Park District to take the lead and fund the brochure but that the donations should be routed through the Foundation. Dr. Rzeszotarski also commented that individuals who have made large donations in the past be included in the Oak Society, the proposed acknowledgment level for significant donors. Miss Cope commented that the Naturalist department funding opportunities stated in the brochure should go beyond the need for support of critter care and identify the larger contribution of the department in terms of programs and nature education. Mr. Curtin stated that he would share the comments and suggestions with Les Bednar, Development Officer.

**EMPLOYEE RECOGNITION PROGRAM
RESOLUTION NO. 33-05**

Robin Pilarczyk presented a draft of an Employee Recognition Program that will be established in 2006. She explained that the staff members were surveyed in June as to what they would like to see for a recognition and reward system. The results were compiled and returned to the staff in July. The program outlined comes as a direct result of the employee survey results. Mrs. Pilarczyk added that the employees generally expressed a desire to learn more, to be challenged, and to have a recognition program that was fair for all. The draft of the recognition program was shared with the Park District supervisors at their December meeting. The supervisors suggested changes which included a generic gift card rather than one for specific stores as outlined in the original plan. Dr. Rzeszotarski and Miss Cope expressed support of the program and suggested having a gathering of staff to present the awards.

Mr. McCullough moved the adoption of Resolution No. 33-05 to establish the Geauga Park District Employee Recognition Program to be effective January 1, 2006 as follows:

Award Category	Award
<p>Perfect Attendance-Annual award given at the January Staff meeting by the HR Manager and the recipient's immediate supervisor. To qualify, the employee must be present every day, every hour beyond that taken as vacation, bonus, or personal days. Zero sick time used in the proceeding calendar year.</p>	<p>Day off with pay. Must be in current calendar year and requested of supervisor 72 hours in advance. Must be used in one day increment.</p>

Years of Service- Awards based on Geauga Park District years of service. Distributed at the December Staff meeting by Executive Director and immediate supervisor.

5 years	\$15.00 Gift Card
10 years	\$35.00 Gift Card
15 years	\$40.00 Gift Card
20 years	\$50.00 Gift Card & name on Lobby Display
25 years	\$75.00 Gift Card
30 years or retirement	\$125.00 Gift Card

Golden Spark Plug Award- Award for bright ideas. Awarded twice annually. Two recipients in June, two recipients in November. Presented at Staff Meeting by immediate supervisor. Ideas that save time and money, are linked to the Geauga Park District Mission and must be initiated. Employees can nominate themselves or others. Supervisors can nominate their staff. Employees can be nominated every other year (cannot win in two consecutive years). Recipient must be in an active pay status when award is received.

A golden spark plug to hang in office, truck, locker, etc. Lunch with the mentor of their choice (\$25.00 value) and participation in a seminar of their choice in the following year.

Praise for Progress- Awarded as required by departmental supervisors.

These awards are in the form of written cards of thanks for employee contributions to Geauga Park District. They are delivered to individuals in person by their supervisor.

Leader to Leader Award- Supervisory award. Annual award to supervisor for excellence in their role. Supervisors are nominated in writing by their peers. Nominations will be reviewed by a panel of three staff members chosen by random draw.

Lunch with mentor of their choice (\$50.00 value)

Annual Wellness Day-Awarded to all Geauga Park District Staff.

One-day retreat- educational and entertaining. Door prizes, lunch, and opportunities as budgeted for annually

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

TRAVEL EXPENSE POLICY

Robin Pilarczyk presented the Travel Expense Guidelines for 2006. She suggested that the Board consider an increase to the allowance for lunch from Ten Dollars (\$10.00) to Twelve Dollars (\$12.00). Mr. McClintock supported this increase by stating that most beverage charges put a lunch bill over the current \$10.00 limit.

Dr. Rzeszotarski made a motion to approve the Travel Expense Guidelines for 2006 as follows:

Limits

- Hotel: Actual government rate, if available
- Food: Breakfast: Limit \$10.00
- Lunch: Limit \$12.00
- Dinner: Limit \$20.00

All reimbursement requests must include original itemized receipts and be submitted to the Administrative Department within two weeks of the employee's return to work. There will be no reimbursement for tips, alcoholic beverages, or for snacks purchased for the trip.

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

2006 MILEAGE REIMBURSEMENT RATE

A motion was approved at the September 20, 2005 meeting of the Board to approve a mileage reimbursement temporary increase to a rate of Forty-Eight and One-Half Cents (\$.485) per mile for the time period of September 1 through December 31, 2005. The Internal Revenue Service will reduce the standard mileage rate to Forty-Four and One-Half Cents (\$.445) cents per mile beginning January 1, 2006.

Miss Cope made a motion to approve the mileage reimbursement rate of Forty-Four and One-Half Cents (\$.445) cents per mile effective January 1, 2006.

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

2006 CONTRACTS

Mr. Curtin brought before the Board a list of the contracts for 2006 for approval:

<u>COMPANY</u>	<u>CONTRACTS/SERVICES</u>	<u>AMOUNT</u>
Chardon Postmaster	bulk mailing	\$27,000.00
BP Oil	gasoline/diesel fuel	\$43,000.00
CitiCorp Vendor Finance	copier lease payment	\$10,000.00
Western Reserve Telephone	local phone service	\$21,000.00
Blaugrund, Herbert & Martin	legal service	\$20,000.00
Illuminating Co.	electric service	\$48,000.00
Wohlken, Shane	IT consultant	\$10,000.00
Ballash Press Inc.	newsletter printing	\$33,618.00
Dublin Management	human resources	\$15,000.00
Thrasher, Dinsmore, & Dolan	legal service	\$20,000.00
BPI Information Systems	IT consultant	\$ 5,000.00
Sherwood, Richard	Ranger consultant	\$ 1,400.00
POV Communications	printing services	\$12,050.00
Emerge Inc.	web updates	\$11,270.00

Miss Cope moved to approve the above list of contracts for 2006.

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

Miss Cope asked about the terms of the present contract with Ballash Press Inc. in view of the rising costs of paper. Dr. Rzeszotarski asked Ms. Hosier to bring the details of the contract for discussion at the January 2006 meeting of the Board.

The Board took a break from 6:10 p.m. to 6:25 p.m.

SODA CONSTRUCTION, INC.
CHANGE ORDERS NO. 10 & 11

Mr. Curtin reminded the Board that they approved Soda Construction, Inc. Change Order No. 10 at their November 8, 2005 meeting contingent upon verification of the net increase amount not to exceed Nine Thousand Eight Hundred Seventy-Six Dollars and Fifty-Nine Cents (\$9,876.59). Mr. Curtin stated that the numbers for Change Order No. 10 have increased to Nine Thousand Eight Hundred Eighty-Five Dollars and Thirty-Eight Cents (\$9,885.38).

Dr. Rzeszotarski moved to approve Soda Construction, Inc. Change Order No. 10 in the amount of Nine Thousand Eight Hundred Eighty-Five Dollars and Thirty-Eight Cents (\$9,885.38).

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 presented Soda Construction, Inc. Change Order No. 11 for work performed in June 2005 for the removal of rock and the placement of fill material on The Maple Highlands Trail Central in the amount of Four Thousand Five Hundred Sixty-Nine Dollars and Twenty Cents (\$4,569.20).

Miss Cope moved to approve Soda Construction, Inc. Change Order No. 11 in the amount of Four Thousand Five Hundred Sixty-Nine Dollars and Twenty Cents (\$4,569.20).

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

NOVEMBER 8, 2005 ELECTION RESULTS

The Board of Elections of Geauga County has provided the Park District with a Certificate of Result of Election on Tax Levy in Excess of the Ten Mill Limitation. The results are stated as follows:

A renewal of a tax at a rate not exceeding Seven-Tenths of one mill (0.7) for each one dollar of valuation, which amounts to Seven Cents (\$0.07) for each one hundred dollars of valuation, for Twenty (20) years.

Total number of votes cast:	Thirty-One Thousand Four Hundred Ninety-Eight	31,498
For the Tax Levy:	Eighteen Thousand Three Hundred and Five	18,305
Against the Tax Levy:	Thirteen Thousand One Hundred Ninety-Three	13,193

Dr. Rzeszotarski commented that the results were better in Chesterland this time versus the last levy. He asked if the Park District was keeping a file of all of the ads and materials used in the campaign. Mr. Curtin responded that a file was maintained with all materials related to the levy campaign.

HART PROPERTY **TROY TOWNSHIP**

Discussion ensued regarding whether the Park District should auction off the five (5) acres which includes the house and buildings on the Hart property in Troy Township or contract for services to demolish the house and remove the trash. Mr. McClintock stated that cost estimates are approximately Forty-Nine Thousand Five Hundred Dollars (\$49,500.00) for demolition and clean up. Additional costs would be incurred for closure of the well and the septic field. Mr. Curtin added that if we auction off the house, we would receive income and not have to contract for the services as the property would transfer on an as-is basis. Mr. McClintock added that the house would have to be gutted in order to be made livable. The minimum bid at auction of Forty Five Thousand Dollars (\$45,000.00) would be based on the value of the land. Approximately seventy acres (70) remain after the split and still provide access from two roads. Mr. Curtin recommended that the house and five acres be auctioned. Dr. Rzeszotarski agreed that the fewer houses the Park District has on the books the better. Mr. McClintock remarked that auctioning off the house and acreage would keep that parcel on the tax duplicate. He added that he has discussed this possibility with the Troy Township Trustees.

Mr. Curtin stated that we would advertise the auction for four consecutive weeks, hold open houses and then accept sealed bids. We would open the bids and start at the highest bid with a verbal auction. This would take place in the spring of 2006.

Miss Cope made a motion to auction the five acre parcel including the house on the Hart property in Troy 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

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 6:45 p.m. for the purpose of discussing land acquisition and personnel matters involving pending litigation and staff wage increases.

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 7:35 p.m. The following was discussed for resolution:

LAND ACQUISITION

Hambden Township

Dr. Rzeszotarski moved to authorize the Executive Director to enter into negotiations for real property in Hambden 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

PERSONNEL

Dr. Rzeszotarski moved to authorize an increase of Three and One-Half Percent (3.5%) to the merit matrix effective with the first pay period of 2006.

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. McCullough moved to authorize a one-time adjustment to the pay scale of certain individuals to bring them into quartile alignment as per the merit matrix. A record of these adjustments is on file in the Human Resource Office Wage Increase File as well as the personnel record of the individual employees.

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

DEPARTMENTAL REPORTS

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

The meeting adjourned at 7:42 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