

GEAUGA PARK DISTRICT  
MINUTES  
July 11, 2006

The regular meeting of the Geauga Park District Board was held on July 11, 2006 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, Executive Director  
Keith McClintock, Deputy Director  
Sherry Bosworth, Business Affairs Director  
Barb Emch, Executive Secretary  
Les Bednar, Development Officer  
Paige Hosier, Marketing Director  
John Oros, Natural Resource Manager  
Robin Pilarczyk, Human Resources Manager  
Dru Siley, Park Planner  
Aaron Young, Planning Director

Visitors present: Chris Belz, Belz & Assoc.  
Sofie Horvath  
T Parkinson

Gauga Park District Foundation Representative: Jay Giles

**ADOPTION OF THE AGENDA**

Dr. Rzeszotarski moved to accept the agenda as revised for the meeting.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**ADOPTION OF THE MINUTES OF JUNE 6, 2006**

Miss Cope moved that the minutes of June 6, 2006 be approved as written.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

Dr. Rzeszotarski noted that the minutes of last month's meeting indicated that a discussion took place about holding the Board of Park Commissioners' meetings at other locations around the county. As he had to leave last month's meeting early and could not participate in that discussion, Dr. Rzeszotarski stated that he would like to continue this discussion at some point in the near future.

**INTRODUCTION OF GUESTS**

Mr. Curtin acknowledged the presence of Sofie Horvath and T. Parkinson as members of the public in attendance.

**FINANCIAL STATEMENT  
FOR THE MONTH ENDING  
JUNE 30, 2006**

GENERAL FUND		
BEGINNING FUND BALANCE JUNE 1, 2006		\$1,821,505.17
EXPENDITURES & OTHER USES		417,460.26
Personnel	176,484.92	
Medicare	2,424.35	
Dental /Hospitalization	35,104.57	
PERS	24,614.72	
Unemployment Transfers	156.90	
Vouchers	178,674.80	
REVENUES & OTHER SOURCES		48,140.41
General Tax Collections		
- State Reimbursed Personal Property Tax	22,965.38	
- Grants	1,800.00	
- ODNR Division of Wildlife - Aquatic Nuisance		
<u>Investment Income</u>	8,126.15	
<u>Gifts &amp; Donations</u>	150.00	
- Russell Civic Club - Nature Scopes (\$150)		
<u>Fees</u>		
- Camping	50.00	
- Shelters	220.00	
- Canoe and Kayak	39.00	
- NAF Table Fees	1,585.00	
- Facility Utilities	100.00	
- Programs - General - Public Program	36.00	
<u>Sales</u>		
- Tapper's Treasures - MC	78.01	
- Tree Tops - TWW	1,618.56	
- Credit Card - All Facilities	3,278.76	
- Water Vending Machine Sales - TWW	34.00	
<u>Rental Properties</u>		
- Swine Creek house - Harry	400.00	
- Burton Wetlands House- Kolar	400.00	
- Hyde House - McKinnon	400.00	
<u>Other Receipts</u>		
Citation Disbursement	262.00	
Parking Ticket Collections	10.00	
Recycling Proceeds	29.18	
Refunds- Other - Pager service cancelled	84.49	
Local Government Funds	6,473.88	
ENDING FUND BALANCE AS OF 6/30/06		\$1,452,185.32

LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE JUNE 1, 2006		\$3,151,962.72
EXPENDITURES & OTHER USES		68,563.60
Vouchers	68,563.60	
REVENUES & OTHER SOURCES		17,355.08
<u>Investment Income</u>	13,053.04	
<u>Gifts &amp; Donations</u>	3,430.75	
- Affelder Trust Interest (\$390.75)		
- Ducks Unlimited - Camp Chickagami (\$2,200)		
- In Memory of Nancy Meyer (see list)		
<u>Royalties</u>		
- Oxford Oil Co - Swine Creek	361.60	
- Cedar Valley Energy - Hehmeyer property	389.10	
- Great Lakes Energy - Hart property	93.25	
- Power Gas - Farley property	27.34	
ENDING FUND BALANCE AS OF 6/30/06		\$3,100,754.20
RETAINAGE FUND		
BEGINNING FUND BALANCE JUNE 1, 2006		193,672.81
REVENUES & OTHER SOURCES		800.12
<u>Investment Income</u>	800.12	
ENDING FUND BALANCE AS OF 6/30/06		\$194,472.93

**VOUCHER RESOLUTION NO. 16-06**

Dr. Rzeszotarski moved the adoption of the voucher resolution, a copy of which is on file in the Park District office, so marked Resolution No. 16-06.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**COMMUNICATIONS TO THE BOARD**

Mr. Curtin had no communications to report.

**OPEN TO THE PUBLIC**

Sofie Horvath, Munson Township resident, read from her prepared statement in opposition to hunting on Park property, a copy of which is on file in the Park District office. T. Parkinson spoke in support of the Park District's efforts to manage the wildlife populations on park lands.

Mr. Curtin responded to the questions raised by Mrs. Horvath. Dr. Rzeszotarski stated that the Park District has not discussed when or where any controlled deer hunt will occur. He explained that he stated in the recent civil discourse meeting held at West Geauga Library on the subject of hunting on park lands, that hunting would be limited to Geauga County hunters. He added that the Park District will proceed very slowly and thoughtfully. If the decision is made to conduct a controlled deer hunt, it will be according to the official deer hunting season and regulations of the Ohio Department of Natural Resources, Division of Wildlife. Mr. Curtin added that the controlled turkey hunt on the Observatory property this past spring provided an opportunity to examine the issues. Mrs. Horvath asked about the costs related to that hunt. Mr. Curtin stated that the information would be gathered and be provided to her.

Mrs. Horvath questioned why the Park District was offering a Hunter Education course for participants as young as ten-years old. Mr. Oros replied that we have offered this program before and it is in keeping with the hunting regulations of the Ohio Department of Natural Resources. The participants must have the permission of and be accompanied by a parent or legal guardian. The instructors for this course must all be certified by the Ohio Department of Natural Resources as hunting/trapping educators. Park Ranger, Joel Firem, is so qualified. Mr. Curtin added that the Ohio Department of Natural Resources issues all hunting permits.

**2007 TEMPORARY APPROPRIATIONS RESOLUTION No. 17-06**

Mr. Curtin directed the attention of the Board to the copy of the 2007 temporary budget which they had received prior to the meeting for review.

Miss Cope moved the adoption of the following resolution:

**RESOLVED**

**SECTION 1** That to provide temporary appropriations for the current expenses and other expenditures of the Geauga Park district during the fiscal year commencing January 1, 2007 the following sums are hereby set aside and appropriated as follows:

**SECTION II** That there be appropriated from the General Park Board Fund S05:

63-S05	PERSONNEL	2,262,196.00
63-S05 H	HOSPITALIZATION	423,298.00
63-S05 M	MEDICARE	31,161.00
63-S05 P	OHIO PERS	316,559.00
63-S05 W	WORKERS COMPENSATION	45,069.00
63-S05 U	UNEMPLOYMENT COMPENSATION	2,500.00
64-S05	SUPPLIES	192,098.00
65-S05	MATERIALS	185,933.00
66-S05	EQUIPMENT	335,386.00
67-S05	CONTRACT – REPAIR	27,850.00
68-S05	CONTRACT – SERVICES	737,166.00
71-S05	ADVERTISING	12,120.00
72-S05	TRAVEL AND EXPENSES	14,386.00
76-S05	OTHER	116,148.00
76A-S05	CONTINGENCY	300,000.00
999-S05	TRANSFERS	<u>2,500,000.00</u>
	TOTAL – GENERAL FUND	7,501,870.00

**SECTION III** That there be appropriated from the Construction Fund Q41:

70-Q41	CONTRACTS – SERVICES	291,500.00
71-Q41	CONTRACTS – PROJECTS	1,204,767.00
72-Q41	LAND ACQUISITION	1,999,000.00
77-Q41	OTHER	<u>0.00</u>
	TOTAL - CONSTRUCTION FUND	3,495,267.00

**SECTION IV** That there be appropriated from the Retainage Fund Q46:

01-Q46	RETAINAGE – PAYOUT	<u>192,692.00</u>
	TOTAL	0.00

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

## **PARK UPDATES**

Mr. Curtin updated the Board on the following:

### **Affelder House Improvements**

Mr. Curtin reported that the Affelder House improvement project is expected to be completed by July 14<sup>th</sup>, 2006. We have contracted to install a dry hydrant at the pond on the property for additional fire support. Mr. Curtin added that Jeanne Affelder will be in town and has requested a hike of the property with Dottie Mathiott, Park Naturalist. That hike has been scheduled for July 27<sup>th</sup>.

### **Bass Lake Preserve**

#### **Boat Launch**

Dru Siley will be taking over the project and will be revising the conceptual plan for the relocated boat launch. The plan will be brought to the Board for review at the August Board meeting.

### **Beartown Lakes**

#### **Lower Bear Lake Dam Restoration**

Only one bid was received for the dam restoration project and was Nine Thousand Dollars (\$9,000.00) over budget. It has been decided to roll over the budget for this project to 2007 and combine this with the improvements required for the Middle Bear Lake as well as some trail work.

### **Frohring Meadows**

We are still waiting for the wetlands documentation from the U.S. Army Corp of Engineers. More information was requested of the organization, Mercyhurst College, which completed the archeological survey before the Ohio Historical Society will give approval.

### **Hyde Dam**

We are in the process of revising the Request for Proposal for this project in keeping with the Ohio Department of Natural Resources (ODNR) Division of Water requirements. ODNR will also follow up with site inspections.

### **The Maple Highlands Trail-Central**

This project is on hold due to the rain. Earth and stone work and paving will resume when the weather breaks. Mr. Curtin reported that of the Two Million Eight Hundred Forty-Nine Thousand Two Hundred Twelve Dollars (\$2,849,212.00) in total funds received from the Ohio Department of Transportation (ODOT) for this project, the balance remains at One Million Three Hundred Fourteen Thousand Seven Hundred Eighty-Seven Dollars (\$1,314,787.00).

### **Walter C. Best Preserve**

#### **Fish Stocking**

Dr. Rzeszotarski asked for more information about the recent stocking of Largemouth Bass at Walter C. Best Preserve. Mr. Oros replied that 7-9" and 10-12" Largemouth Bass have been stocked in the lake. Regulations state that anglers cannot keep fish they catch which are smaller than twelve inches, but the fish should be of that size in one year. Dr. Rzeszotarski stated that this lake is one of several that we specifically stock for the enjoyment of our fishing patrons and encouraged Mrs. Horvath to include this information in her local column of Munson Township area news.

### **Mountain Run Station**

We received the contract from the engineering firm that will provide construction oversight for Phase II of this project. It will be reviewed and brought to the Board for approval at the August Board meeting.

### **Observatory Park**

Rod Sharpnack, Project Manager, is reviewing the technical specifications and drawings for this project which will go out to bid in 2007 as funding permits.

### **The Maple Highlands Trail-North**

Mr. Curtin reported that we are still waiting for a response from First Energy Corporation regarding a license agreement to provide access for The Maple Highlands Trail from Fifth Street to State Route 44 in Chardon.

Mr. Curtin reported that a pre-trial hearing has been scheduled for October 20, 2006 in the matter regarding Great Lakes Construction and the repairs required to the north section of The Maple Highlands Trail.

### **Big Creek Park**

#### **Asphalt Work**

Asphalt work and crack sealing will be done on all roadways at Big Creek Park with the exception of the Aspen Grove parking lot which was completed last year. The contract with Ronyak Brothers Paving came in lower than the budgeted amount of Twenty Thousand Dollars (\$20,000.00) so additional sealing and paving work was added bringing the total cost of the project to Nineteen Thousand Dollars (\$19,000.00). From July 31<sup>st</sup> to August 2<sup>nd</sup>, one lane of the Big Creek Park roadway will be closed during this paving work but traffic will be maintained. Notification has been made to patrons who have reserved shelters and signs will be posted.

Aaron Young reported that Ronyak Brothers Paving donated approximately four tons of asphalt which they had as surplus from a nearby project. The asphalt was used at the approach to the boat unloading area at Bass Lake Preserve.

### **Employee Life Insurance**

Mr. Curtin updated the Board regarding the discussion at last month's Board meeting about the issue of reducing Park District expenses for employee life insurance by becoming self-insured. Robin Pilarczyk did additional research and found that our life insurance coverage provides the basic Twenty Thousand Dollar (\$20,000.00) death benefit but also an additional Twenty Thousand Dollars (\$20,000.00) for accidental death or dismemberment. There is also a Forty Thousand Dollar (\$40,000.00) seat belt benefit if an employee dies as a driver or passenger while wearing a seatbelt. Mr. Curtin stated that this issue will be discussed further.

### **Mark Sperry Memorial**

Mr. Curtin showed photographs of the sugarhouse and area at Swine Creek Reservation depicting the various placements of signs acknowledging the career of Mark Sperry, former Park District Commissioner. A kiosk or other type of structure will be placed at the side of the sugarhouse with biographical information about Mr. Sperry and his contribution to the Park District and his career as a syrup maker. The Board members offered comments and suggestions for the style and look of the display.

### **Geauga Park District Geauga County Fairgrounds Building**

Mr. Curtin showed a drawing of a carving designed by Roy Podojil, Park volunteer, for a wooden cutout to be mounted on the outside of the Park District's building at the Geauga County Fairgrounds to commemorate the ten years of the building's existence. A portion of the carving will be made from the Infinitree wood and will be placed on the outside of the building.

### **GEAUGA PARK DISTRICT FOUNDATION REPORT**

Mr. Jay Giles, Geauga Park District Foundation Trustee, reported that a new conservation easement brochure is being prepared and will be presented to the Foundation Trustees for approval at their meeting on July 27<sup>th</sup>.

Mr. Giles complimented Les Bednar on her fundraising efforts for the Biocentennial exhibit. Once all pledges are received only Two Thousand Six Hundred Dollars (\$2,600.00) remains to be raised for this project.

Mrs. Bednar acknowledged the work of the members of the Foundation ad hoc committee who are looking at new ways of doing the business of fundraising.

### **EMERALD ASH BORER POSITION STATEMENT**

The Board had the opportunity to review prior to this meeting a document prepared by Paul Pira, Geauga Park District Biologist, and Rob Curtis, Park Biologist from Metroparks Serving Summit County. The document titled, *Opinion Statement Regarding Emerald Ash Borer (EAB) Eradication Procedures Within the Erie Lake Plain and Glaciated Allegheny Plateau Ecoregions Including Northeast Ohio, Northwest Pennsylvania and Western New York*, was presented for the Board's consideration. The document was prepared for the Lake Erie Allegheny Partnership for Biodiversity (LEAP) formerly known as the Regional Biodiversity Partnership.

Mr. Oros asked the Board to give consideration to adopting the following position statement with regard to Emerald Ash Borer (EAB) eradication procedures.

*"The Lake Erie Allegheny Partnership has prepared the following opinion statement to support the efforts of its constituents considering that:*

- 1) Lower Michigan's EAB quarantine has failed;*
- 2) Regardless of quarantine success or failure, eradication of the insect from the present infestation areas will be impossible; and*
- 3) The disturbance of forests from EAB eradication efforts creates long-term, perhaps irreparable, damage to native species and systems and is unwarranted in light of the above items.*

*In consideration of the protection of overall biodiversity within our region, the Lake Erie Allegheny Partnership for Biodiversity recommends that our partners make every effort to prevent roads or heavy machinery from entering our already highly fragmented natural areas (especially high quality, pristine or otherwise regionally significant areas) to control EAB. Emerald ash borer has already established itself and will undoubtedly become part of our regional ecosystems. Furthermore, it is our belief that ash removal not only will have no lasting benefit to natural systems or biotic preservation within the region, but will cause undue disturbance to critically imperiled habitats and species creating much more harm than any supposed benefit. Should ash removal be absolutely necessary due to legal enforcement, only low impact removal (such as girdling or use of horses) within natural areas should be tolerated. If, under legal enforcement, ash tree removal is imposed by the Ohio Department of Agriculture (ODA) on lands under protection/ownership of a conservation organization or agency, the Partnership recommends that removal be conducted by that organization/agency using all feasible low-impact methods to mitigate negative impacts to forest lands at ODA's cost. If ODA is conducting the tree removal, it should use low-impact methods that are acceptable to the landowner."*

Mr. Oros explained that attempts to quarantine the infestation have failed. The major cause of the spread of the infestation is the movement of firewood - despite educational efforts. He added that we need to watch the line of infestation and be prepared to deal with any trees that become hazardous to parking lots or shelters but he noted that we will not be able to do anything about the infestation on our 7000 acres of property. The position statement will serve to protect overall biodiversity as the infestation takes its course.

Dr. Rzeszotarski made a motion to approve the position statement on Emerald Ash Borer Eradication Procedures presented by the Lake Erie Allegheny Partnership for Biodiversity as stated above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

#### **VIOLENCE IN THE WORKPLACE POLICY NO. 711.1**

Mr. Curtin explained that the Park District has addressed the issue of violence in the workplace in the discipline section of the Personnel Handbook but now wants to set it apart in its own section. Mrs. Pilarczyk explained that it is patterned after the policy for Geauga County employees. This addition to the policy gives supervisors and employees a reporting mechanism. Dr. Rzeszotarski gave several minor wording changes and Mr. McCullough asked if it had been discussed with the Ranger department. Mrs. Pilarczyk stated that the policy will be presented to Park legal counsel for review and then to the Ranger department once the Board gives final approval after all changes.

#### **DRUG-FREE WORKPLACE POLICY NO. 707.1-4**

Mr. Curtin explained that changes to the Drug-Free Workplace policy are being brought forward as part of a roll out for all Geauga County employees. The changes include an Employee Certification Statement to be signed by all employees and mandatory pre-employment drug testing for all new hires. The mandatory drug testing would be effective January 1, 2007 for new hires only. The cost of the testing would be Forty-Nine Dollars (\$49.00) and would be performed at Geauga Regional Hospital at the Park District's expense.

Mrs. Pilarczyk added that a training session for all employees will be given in August by the Ranger Department and supervisors will be given training on recognizing the signs of drug use. Dr. Rzeszotarski suggested several minor wording changes and asked that it be reviewed by Park District legal counsel and then brought back to the Board for approval.

#### **BURTON SCOT CONTRACTORS CHANGE ORDER NOS. 2 & 3**

Mr. Curtin brought forward two change orders for Burton Scot Contractors, the contractor working on the Affelder House improvements. Change Order No. 2 represents an increase of Twenty-One (21) days to the original contract and a substantial completion date of July 14, 2006.

Change Order No. 3 represents an increase of Ten Thousand Three Hundred Twenty-Five Dollars (\$10,325.00) to add downspouts, footer drains, yard drains and tarring of the basement wall surface.

Dr. Rzeszotarski made a motion to approve Burton Scot Contractors Change Order No. 2 to increase the contract by Twenty-One (21) days.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes



Mr. McCullough made a motion to approve Burton Scot Contractors Change Order No. 3 for an increase of Ten Thousand Three Hundred Twenty-Five Dollars (\$10,325.00) as stated above. Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

#### **APPROVAL OF PROSPECTIVE GEAUGA PARK DISTRICT FOUNDATION TRUSTEES**

Les Bednar presented a list of four persons as prospective Geauga Park District Foundation Trustees. Once approved, the Foundation will contact the individuals with regard to becoming a Geauga Park District Foundation Trustee.

Miss Cope made a motion to approve the four individuals listed as prospective Geauga Park District Foundation Trustees.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

#### **POLICY FOR BEQUESTS TO GEAUGA PARK DISTRICT**

Mrs. Bednar asked the Board to consider a formal policy to outline the procedure for receiving bequests or the cash values of real property bequests that are translated into cash gifts.

The recommended policy is stated as follows:

*In the absence of a written and signed donor directive, all bequests made to Geauga Park District shall be deposited into Geauga Park District Unrestricted Endowment Fund. All real property bequests made to Geauga Park District that are sold or otherwise translated into cash, the cash equivalency shall then be deposited into Geauga Park District Unrestricted Endowment Fund.*

Mrs. Bednar added that this policy will become part of a total gift acceptance policy that will be brought forward for consideration in the future.

Mr. McCullough made a motion to approve the Policy for Bequests to Geauga Park District as stated above.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

#### **EXECUTIVE SESSION**

Dr. Rzeszotarski moved to go into Executive Session at 5:00 p.m. for the purpose of discussing compensation of public employees and land acquisition matters.

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

The Board returned from Executive Session at 7:15 p.m. The following was discussed for resolution:

**Land Acquisition**

**Kovats**

**Chardon Township**

Mr. McCullough moved to authorize the Executive Director to purchase 5.01 acres of real property in Chardon Township identified as parcel number 06-120212 from Kenneth R. Kovats Trustee under the Judith R. Kovats Revocable Trust in the amount of Thirty Thousand Dollars (\$30,000.00).

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**Montville Township**

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

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

Miss Cope	Yes
Mr. McCullough	Yes
Dr. Rzeszotarski	Yes

**DEPARTMENTAL REPORTS**

Departmental reports from the Supervisors were submitted for the month of June 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 7:20 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,

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Thomas G. Curtin, Executive Director

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Robert McCullough, President