

GEAUGA PARK DISTRICT
MINUTES
March 8, 2005

The regular meeting of the Geauga Park District Board was held on March 8, 2005, 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
Les Bednar, Development Officer
Barb Emch, Executive Secretary
Paige Hosier, Marketing Director
Tim Kallay, Planning Director
Robin Pilarczyk, Human Resources Manager
Holly Sauder, Volunteer Coordinator
Eileen Smith, Administrative Assistant
Jim Ziemnik, Landscape Architect

Geauga Park District Foundation representative was Jay Giles

Guest Present: Randie Curtis- Montville, Ohio

ADOPTION OF THE AGENDA

Miss Cope moved to accept the agenda as revised 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

ADOPTION OF THE MINUTES OF FEBRUARY 8, 2005

Miss Cope moved that the minutes of February 8, 2005, be approved 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

FINANCIAL STATEMENT
FOR THE MONTH ENDING
February 28, 2005

GENERAL FUND		
BALANCE FEBRUARY 1, 2005		633,885.90
EXPENDITURES		259,255.28
Personnel	140,581.70	
Medicare	1,643.51	
Dental /Hospitalization	30,124.27	
PERS	19,329.57	
Unemployment Transfers	1,024.00	
Vouchers	66,512.23	
RECEIPTS		39,978.34
General:		

Real Estate Tax	981.80	
Fees:		
Out of County School Program Fees	541.17	
Bid Plans	672.00	
- Bass Lake Heat	60.00	
- Rookery Heat	100.00	
- Programs - General	50.00	
Rental Properties		
Agriculture Lease Payments - Soltis, Briggs, McCullam	2,432.00	
- Harry- Swine Creek house	336.00	
- Kolar - Burton Wetlands House	336.00	
- McKinnon - Hyde House	336.00	
Sales:		
Sales: Gift Cart - Meyer Center	212.47	
Sales: Tree Tops	4,133.79	
Sales - Credit Cards	1,200.82	
(\$31.01 - Meyer Center, \$1,169.81 Tree Tops)		
Sales: Water Vending Machine Sales - TWW	38.00	
Other:		
Citation Disbursement	48.00	
Recycling Proceeds	256.00	
Refunds- Other	18.67	
Donations:	12,529.77	
- Burrough Nature Club, Early Morning Garden Club - Ice Age Program Donation (\$100)		
- In memory of Rita Casteel - J Joseph (\$20)		
- GPD Foundation - Ice Age Fund Balance (\$10,759.77)		
- GPD Volunteers, Chardon Rubber - General (\$1,650)		
Local Government Funds	14,006.51	
Interest earned	1,403.41	
Other Miscellaneous -	204.43	
BALANCE AS OF FEBRUARY 28, 2005		414,608.96
CONSTRUCTION FUND		
BALANCE FEBRUARY 1, 2005		1,137,591.11
EXPENDITURES		228,701.43
Vouchers	228,701.43	
RECEIPTS		3,860.92
Interest Earned	2,886.47	
Royalties: Oxford Oil Co.	461.85	
Royalties: Cedar Valley Energy	430.29	
Royalties: Power Gas	82.31	
BALANCE AS OF FEBRUARY 28, 2005		912,750.60

VOUCHER RESOLUTION NO. 06-05

After some questions for clarification, 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. 06-05. 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

Robin Pilarczyk presented a special Wellness Day T-shirt to the Board along with a personal invitation to attend the event on Thursday, April 21, 2005 at The West Woods Nature Center.

Mr. Curtin read from a letter from the Northeast Section of the Ohio Water Environment Association thanking The West Woods Nature Center staff for the use of the facility for their meeting and for their assistance when a member was locked out of his car.

Tom Curtin received a letter from a patron who had run out of gas and was assisted by Mike Valko and Mike Fabian. She was very grateful for their help.

Miss Cope stated that she received a phone call from a person associated with a family foundation who asked Miss Cope for information about her membership in the Ohio Parks and Recreation Association (OPRA). Miss Cope indicated that she did not realize that she held a membership in this association. She stated that she researched the membership information found in the OPRA membership publication and discovered her name was listed. She further stated that while it is appropriate that the park join and support OPRA, she did not desire to be listed as a financially supporting "individual member" because that is not the case. Some organizations such as OPRA list officers and board members of participating agencies as individual member/supporters to swell their participation numbers for support purposes. Mr. Curtin said he would have her name removed from the list. Miss Cope said that would not solve the problem of a highly questionable practice on the part of OPRA.

Miss Cope asked for information regarding the *Engage the Ice Age* exhibit as she had read that the Nature Stores had over Eighteen Thousand Dollars (\$18,000.00) in sales during the four month period. Mr. Curtin replied that 30,996 visitors attended the exhibit with some coming back as repeat visitors. He stated that the flow of the exhibit as well as the parking worked out very well and that he could not have imagined it being better. Dr. Rzeszotarski stated that he would like to see a financial summary of the *Engage the Ice Age* project. Mr. Curtin mentioned that this would be provided once all vouchers were processed. Dr. Rzeszotarski also commented that he was very impressed with the durability of the exhibit elements. He stressed the importance of surveying the staff to record all comments for use with future exhibit planning. Mr. Curtin stated that a staff survey was being conducted and that he would ask for copies for the Board members to complete to obtain their input as well.

Mr. McCullough commented that the speakers' series for the *Engage the Ice Age* exhibit became like a science club as many of the same people attended these excellent programs.

Mr. Curtin reported that the tear down of the exhibit went equally as smoothly.

OPEN TO THE PUBLIC

Paige Hosier was pleased to introduce Holly Sauder as the new Volunteer Coordinator. This position is now reporting to the Marketing Department and Holly will be located at The West Woods Nature Center after initial training at the Meyer Center.

Mr. McCullough acknowledged a member of the community, Mr. Randie Curtis, a Montville resident, who desired to speak to the Board. Mr. Curtis wanted to know what the Park's position

was with respect to motorized vehicles on The Maple Highlands Trail. He stated that he was a snowmobiler and represented many residents in the county like himself who desired to have access to recreational trails throughout the county. Mr. Curtin explained that the funding which the Park District receives from the Ohio Department of Transportation specifically states that the trails can only be used for non-motorized alternative forms of transportation. Mr. Curtis asked about how much taxpayer dollars were being used for The Maple Highlands Trail. Mr. Curtin stated that we will receive Three Million Eight Hundred Thousand Dollars (\$3,800,000.00) from the Ohio Department of Transportation with approximately Nine Hundred Thousand Dollars (\$900,000.00) coming from taxpayer revenue. Mr. Curtis asked about the potential for a motorized vehicle trail on the newly acquired property in Montville. Tom Curtin stated that the plans are for passive activities. Mr. Curtis wanted to go on record as stating that he feels that not all taxpayers are being served by the Park District and that the snowmobile clubs and organizations in the county have their own club insurance and would like to co-exist with other trail users. Mr. McCullough thanked Mr. Curtis for his comments.

SODA CONSTRUCTION INC.- CHANGE ORDER NO. 1

Mr. Curtin presented Change Order No. 1 for the Soda Construction Inc. contract for The Maple Highlands Trail- Central project. The change order did not reflect any change in the contract price but involved increasing the contract time by 212 days. The contract time was thus changed from November 30, 2005 to June 30, 2006 due to the delay in acquiring all of the necessary property.

Dr. Rzeszotarski made a motion to approve Change Order No. 1 for the contract with Soda Construction Inc. 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

LEVY RESOLUTION FOR BOARD OF ELECTIONS NO. 07-05

RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX IN EXCESS OF THE TEN MILL LIMITATION

The Geauga County Park District Board of Commissioners of Chardon, Geauga County, Ohio met in regular session on the 8th day of March, 2005, at the office of the Geauga County Park District with the following members present:

Dr. Mark Rzeszotarski
Miss Betty Cope
Mr. Robert McCullough

Miss Cope moved the adoption of the following Resolution:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of said Geauga County Park District, Geauga County, Ohio; therefore be it

RESOLVED, by the Geauga County Park District Board of Commissioners of Geauga County, Ohio, two-thirds of all members elected thereto concurring, that it is necessary to levy a tax in excess of the ten mill limitation for the benefit of Geauga County Park District for the purpose of acquiring future Geauga County Park District lands and preserving, protecting, operating and improving all existing and future Geauga County Park District lands under provision of Section 1545.21 of the Ohio Revised Code at a rate not exceeding seven-tenths (.7) mills for each one dollar of valuation, which amounts to seven cents (\$.07) for each one hundred dollars of valuation, for twenty (20) years, which is a renewal of seven-tenths (.7) mills.

RESOLVED, that the question of levying additional taxes be submitted to the electors of said Geauga County at the General election to be held at the usual voting places within said Geauga County on the 8th day of November, 2005; and be it further

RESOLVED, that said levy be placed upon the tax list of the current year after the February settlement next succeeding the election, if a majority of the electors voting thereon vote in favor thereof; and be it further

RESOLVED, that the Clerk of this Geauga County Park District Board of Commissioners be and he is hereby directed to certify a copy of the Resolution to the Board of Elections, Geauga County, Ohio by close of business on August 25, 2005 and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

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 correct wording of the resolution will be verified with Geauga Park District's legal counsel and the Geauga County Board of Elections.

TAYLOR WELLS-GAUGA MECHANICAL PROPERTY- OFFICIAL NAME
MOUNTAIN RUN STATION

Mr. Curtin presented the proposed name for the property acquired from the Geauga Mechanical Company which will become a parking area and future shelter space for the central section of The Maple Highlands Trail. The name Mountain Run Station was proposed because of the fact that this section of the former Baltimore and Ohio Railroad was called the mountain run as it was uphill into Chardon from the north and from the south. Mr. Curtin stated that this park will have an interpretive display explaining the railroad history of the area.

Mr. McCullough made a motion that the name of the property formerly known as the Geauga Mechanical property be named Mountain Run Station.

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

ENDOWMENT FUND

Mr. Curtin reported that a proposal was received from the Cleveland Foundation presenting two options for the establishment of the endowment fund. The endowment fund could be set up in one fund or in three separate funds: the Education Endowment Fund, the Unrestricted Endowment Fund, and the Stewardship Endowment Fund. Michael Grzesiak, Cleveland Foundation Gift Planning Officer, suggested the separate fund option. Mr. Curtin recommended that the Board consider the option of three separate funds.

Miss Cope made a motion to establish the endowment fund with the Cleveland Foundation as three separate funds: the Education Endowment Fund, the Unrestricted Endowment Fund, and the Stewardship Endowment Fund.

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 asked for the Board signatures required for the endowment fund forms. Dr. Rzeszotarski asked how the money would be divided among the three funds. Mr. Curtin explained that the start up funds would be divided equally.

PARK UPDATES

Mr. Curtin updated the Board on the following:

Affelder Cottage Improvements

The gas line installation is nearly complete. The electrical work is expected to be completed by March 21, 2005. The plumbing fixtures have been ordered.

The Maple Highlands Trail-Central

Mr. Curtin reported that the contractor, Soda Construction Inc., did not include a bid bond in their bid calculation and may place a claim for an oversight in their bid. The Park District's legal counsel provided a legal opinion that supports that no error was made by Geauga Park District in the bid process.

Mr. Curtin explained that a matrix has been developed with respect to the costs involved with the bridge over Claridon/Aquilla Rd. He stated that Richland Engineering reported that the existing bridge was usable although the west abutment was in fair to poor condition and the east abutment was in worse condition. The concrete deck would also need to be replaced. The matrix of costs for the Claridon/Aquilla Rd. bridge is as follows:

To keep the existing bridge:

Three Hundred Fifty-Seven Thousand Ninety Five Dollars (\$357,095.00) plus an additional Seventy Thousand Dollars (\$70,000.00) for the enclosure.

To replace the bridge:

Three Hundred Ninety-Six Thousand Six Hundred Eighty-Eight Dollars (\$396,688.00), includes demolition & removal of old bridge and enclosure of new bridge

Mr. Curtin explained that leaving the abutments in their current location would prohibit the City of Chardon from connecting sidewalks to the Fox Pointe development. Also they would have to bore their sewer improvements rather than trench them.

Mr. Curtin recommended that the bridge be replaced with a new structure. Samples of the siding and stain for the bridges were presented to the Board. Evergreen was chosen as the color for the roof and light cottonwood for the siding color. All three bridges along this section of the trail will be covered. Mr. McCullough asked if there were plans to screen the windows of the bridge. Mr. Curtin stated that the Ohio Department of Transportation does not require screening but that we could do a change order for the contract to include screening. Dr. Rzeszotarski also stated that screening would be important for the safety of drivers passing under the bridge.

Mr. Curtin reported that he is continuing to meet with City of Chardon officials regarding the road closure during this project. A thirty-five day road closure using a single lane and spread out over several months will add thirty to forty thousand dollars (\$30,000-\$40,000.) to the project. Traffic signals and concrete barriers will be installed. At this time, it is expected that the thirty-five day road closure would include five days in the middle of May, four days at the end of May and approximately twenty-six days from the middle of July through the first part of August.

Mr. Curtin stated that emergency vehicles will always be able to get through however there may be a six hour time period when emergency vehicles may need to be staged south of the bridge.

Mr. Curtin commented that he will be meeting with Dave Leiko, Chardon City Manager, to discuss using their traffic signals and other assistance that they could provide to keep the costs below Thirty Thousand Dollars (\$30,000.00)

Observatory Park Project

Mr. Curtin reported that the Natural Resources Department continues to work on the site inventory. A surveyor has been contacted to perform a three-corner survey in order to establish the alignment of the driveway.

Grandview Golf Club

Mr. Curtin stated that a survey report should be forthcoming and it will be useful in continuing the negotiations with the property owners.

River Oaks Development

Mr. Curtin notified the Board that River Oaks Development has filed a complaint regarding their desire to have a crossing at grade over The Maple Highlands Trail to access a parcel they wish to develop. The Park District has until March 16, 2005 to respond to the complaint. Dave Ondrey, legal counsel, is preparing the response. Mr. Curtin stated that he will be checking with other parks in the state as to their experience with similar cases.

Frohing Meadows Trail Project - Ohio Department of Natural Resources- Clean Ohio Trails Fund and Recreational Trails Program Grant Application

Mr. McClintock stated that Geauga Park District had applied for funding for the Frohing Meadows Trail Project to the Ohio Department of Natural Resources. He reported that we received notice that we did not receive funding from the Clean Ohio Trails Fund; however, we are still in the running for funding from the Recreational Trail Program.

Local Government Funds

Mr. Curtin reported that the General Assembly of the State of Ohio is seeking to do away with Local Government Funds which provide allocations to support the annual operating budgets for townships, local municipalities, libraries, park districts and other public entities. Geauga Park District receives approximately Ninety-Five Thousand Dollars (\$95,000.00) per year of local government funds. We may lose this funding if the program is cut. Mr. Curtin notified the Board that the Ohio Parks and Recreation Association is participating in a rally opposing this cut which will take place in Columbus, Ohio on March 16, 2005.

THE MAPLE HIGHLANDS TRAIL CENTRAL- PARKING LOT CONTRACT

Mr. Curtin reported that eight bids were received for this project. The bids ranged from a low of Three Hundred Ninety Thousand Five Hundred Seventy Nine Dollars (\$390,579.00) to a high of Five Hundred Fifty-Six Thousand Seven Hundred Forty-Eight Dollars (\$556,748.00). The lowest bidder was Mark Haynes Construction Inc. Mr. Curtin recommended that the Board approve a contract for the construction of the parking lot for The Maple Highlands Trail – Central, Mountain Run Station for Mark Haynes Construction Inc. in the amount of Three Hundred Ninety Thousand Five Hundred Seventy-Nine Dollars (\$390,579.00) contingent upon a review of the contractor's references.

Mr. McCullough made a motion to approve a contract with Mark Haynes Construction Inc. in the amount of Three Hundred Ninety Thousand Five Hundred Seventy-Nine Dollars (\$390,579.00) contingent upon the review of the contractor's references 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

ASPHALT REPAIRS/INSTALLATION

Mr. Curtin presented a request from the Operations Department to go out to bid for stone, gravel and asphalt chip and sealing for the Roadway/Trail Improvement Projects at Big Creek Park, Swine Creek Reservation, Beartown Lakes Reservation, The Rookery and The West Woods.

Forty Thousand Six Hundred Twenty-Five Dollars (\$40,625.00) has been budgeted for the stone and gravel, and Eighty Three Thousand Six Hundred Thirty-Eight Dollars (\$83,638.00) has been budgeted for the asphalt chip and sealing project.

Mr. McCullough made a motion to grant permission to the Operations Department to go out to bid for stone, gravel and asphalt chip and sealing projects 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

TRANSFER OF FUNDS
RESOLUTION NO. 08-05

Mr. McClintock informed the Board of the Auditor's office notification that Three Million Dollars (\$3,000,000.00) from real estate taxes has been posted to the Park District's General Fund.

Dr. Rzeszotarski moved the adoption of resolution No. 08-05 transferring One Million Five Hundred Thousand Dollars (\$1,500,000.00) from the General Fund (SO5) to the Construction Fund (Q41) for various construction projects and land acquisition.

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

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 4:50 p.m. for the purpose of discussing land acquisition and personnel matters.

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 5:35 p.m.

The Board took a break from 5:35 p.m. to 5:45 p.m.

LAND ACQUISITION

Wild Property

Dr. Rzeszotarski moved to approve the purchase of real property in Chardon Township owned by David T. and Nancy H. Wild, containing approximately 74 acres of land, for the purchase price of Four Hundred Forty-Four Thousand Dollars (\$444,000.00).

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

Huntsburg Township

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

DEPARTMENTAL REPORTS

Maple Highlands Trail-Central – Former Kostelec properties

Mr. Curtin presented pictures to the Board showing the clearing that was on The Maple Highlands Trail Central property adjacent to the property owned by Gilbert Kostelec and Pete Kostelec. The property owners have taken issue with the amount of clearing that was done. Mr. Curtin informed the Board that he is working with the property owners to find a satisfactory settlement. Mr. Gil Kostelec was not satisfied with the initial offer of compensation made by the Park District. Mr. Curtin suggested that the Park District contact a third party, such as Alan Sewart, State Forester, to help determine a satisfactory solution for all parties.

Silver Creek Watershed Protection Association Proposal

Keith McClintock informed the Board that he was approached by Greg Studen of Russell Township about the possibility of establishing a Silver Creek Watershed Protection Association. Mr. Studen inquired as to whether the Park District would provide office space and support for the coordinator of the organization. Dr. Rzeszotarski was not in favor of this coordinator being a Park District employee. Mr. McClintock suggested that the Chagrin River Watershed Partners could employ and supervise the coordinator. Mr. McClintock stated that the proposed association is a good idea as it takes the protection of the water resources to the next level and would be a natural for grant support. Mr. Curtin stated that we would need to meet with Mr. Studen and explain our concerns. It would be necessary to have some oversight and to be sure that there would be clear separation between this organization and Geauga Park District. Miss Cope stated that it would be important that the current and future office space needs of the Park District are considered before opening the space to an outside organization. Mr. McClintock agreed to meet with Mr. Studen to state our concerns and further discuss the proposal.

Departmental reports from the Supervisors were submitted for the month of February 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 6:20 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, Executive Director

Robert McCullough, President