

GEAUGA PARK DISTRICT
January 9, 2008

The regular meeting of the Geauga Park District Board was held on January 9, 2008 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 3:30 p.m. President Robert McCullough was in the Chair. Board members Mr. Leech and Dr. Rzeszotarski were present.

Employees present:
Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Les Bednar, Development Officer
Sherry Bosworth, Business Affairs Director
Steve George, Construction Supervisor
Tami Gingrich, Field Naturalist
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
John Oros, Operations and Natural Resources Director
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Manager
Aaron Young, Planning Director

APPOINTMENT OF BOARD MEMBER

IN THE MATTER OF:)	
)	
THE APPOINTMENT OF A)	JUDGE CHARLES E. HENRY
PARK BOARD MEMBER TO THE)	
GEAUGA PARK DISTRICT)	JOURNAL ENTRY

On the 21st day of November, 2007, the Court reappoints Robert McCullough to a three year term on the Geauga Park District Board of Commissioners commencing January 1, 2008 and ending on December 31, 2010.

Before entering upon the performance of his duties, said Commissioner shall take an oath to faithfully perform his duties of office and shall post bond for the faithful performance of the duties of office in a sum of Five Thousand Dollars (\$5,000.00). Such bond shall be approved and filed with the auditor of Geauga County.

The Commissioner herein appointed shall serve without commission, but shall be allowed actual and necessary expenses incurred in the performance of duties. This appointment is made in accordance with Ohio Revised Code Section 1545.05.

IT IS SO ORDERED.

CHARLES E. HENRY, PROBATE JUDGE
November 21, 2007

ADOPTION OF THE AGENDA

Mr. Leech moved to adopt the agenda 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
Mr. Leech	Yes

ADOPTION OF THE MINUTES OF DECEMBER 6, 2007

Mr. Leech moved to adopt the minutes of December 6, 2007 as corrected.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

ELECTION OF OFFICERS

President Robert McCullough relinquished the chair to Mr. Curtin for the purpose of conducting election of officers. Prior to the election, Mr. Curtin informed the Commissioners that the President of the Board will also serve as a Geauga Park District Foundation Endowment Fund Trustee.

Mr. Curtin asked for nominations for the Office of President.

Dr. Rzeszotarski moved to nominate Mr. McCullough for Office of President. Mr. Leech seconded the motion. There being no further nominations, the Chair declared the nominations closed. The roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

Mr. Curtin asked for nominations for the Office of Vice-President. The Vice-President will also serve on the Geauga Park District Audit Committee.

Mr. Leech moved to nominate Dr. Rzeszotarski for the Office of Vice-President. Mr. McCullough seconded the motion. There being no further nominations, the Chair declared the nominations closed. The roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

INTRODUCTION OF GUESTS

John Oros, Operations and Natural Resources Director, introduced new employee, Steve George, who is the Construction Supervisor.

GEAUGA PARK DISTRICT FINANCIAL STATEMENT MONTH ENDED DECEMBER 31, 2007

GENERAL FUND

BEGINNING FUND BALANCE DECEMBER 1, 2007		1,931,320.78
EXPENDITURES & OTHER USES		346,699.00
Personnel	194,404.45	
Medicare	2,800.07	
Dental /Hospitalization	35,703.54	
PERS	26,763.52	
Vouchers	87,027.42	
REVENUES & OTHER SOURCES		35,724.18
<i>General Tax Collections</i>		
- Personal Property Tax	15,388.49	
<i>Investment Income</i>	7,401.70	
<i>Gifts & Donations</i>	112.88	
- In memory of D Michell Jr - Malz (\$10)		
- In memory of H Ruminsky - Urban (\$20)		
- Art Takes a Bough - Geauga County Arts Council (\$82.88)		
<i>Fees</i>		
- Camping	10.00	
- Lodge Rental	875.00	
- Workshops - Greens	15.00	
- Workshops - General - Public Program	275.00	
- Programs - General - Public Program	42.00	
<i>Sales</i>		
- Tapper's Treasures - MC	144.42	
- Tree Tops - TWW	401.69	
- Credit Card - All Facilities	670.42	
- Water Vending Machine Sales - TWW	10.50	
<i>Rental Properties</i>		
- Swine Creek house - Harry	400.00	
- Burton Wetlands House- Kolar	400.00	
- Hyde House - McKinnon	400.00	

Other Receipts

Citation Disbursement	114.00
Recycling Proceeds	25.34
Miscellaneous Receipts	3,688.00
Local Government Funds	5,349.74
- Regional Parks Conference Reg Fee – Cleveland MetroParks, Holden, Summit (\$3,680)	
- Auction proceeds - Sythe (\$8)	

ENDING FUND BALANCE AS OF DECEMBER 31, 2007 **\$1,620,345.96**

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE DECEMBER 1, 2007 **4,764,151.44**

EXPENDITURES & OTHER USES **256,781.10**

Vouchers 256,781.10

REVENUES & OTHER SOURCES **21,617.80**

Investment Income 20,108.03

Gifts & Donations 426.50

Royalties

- Oxford Oil Co - Swine Creek	169.22
- Cedar Valley Energy - Hehmeyer property	376.11
- Great Lakes Energy - Hart property	68.26
- Cedar Valley Energy - Sunnybrook property	399.31
- Power Gas - Farley property	70.37

ENDING FUND BALANCE AS OF DECEMBER 31, 2007 **\$4,528,988.14**

VOUCHER RESOLUTION NO. 01-08

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 01-08, a copy of which is on file in the Park District office.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

OPEN TO PUBLIC

Mr. Curtin opened the floor to the members of the public present at the meeting. There were no comments.

UNFINISHED BUSINESS

REVIEW OF MISSION STATEMENT AND PARK PHILOSOPHY

The Board reviewed the current Geauga Park District Mission Statement and Park Philosophy.

MISSION STATEMENT

The mission of Geauga Park District is to preserve, conserve and protect the natural features of Geauga County and to provide the opportunity for people to enjoy and appreciate these resources.

PHILOSOPHY

Gauga Park District was created for the purpose of conserving natural resources. The parks are usually large undeveloped tracks of land devoted to conserving and preserving the forests, grasslands, wetlands, geological features, rivers, streams, lakes and ponds, and the plants and animals associated therewith. Prime consideration is given to protecting the natural aesthetic values and scenic landscapes. Only a small percentage of the area is physically developed, and then only when this is not in conflict with the objectives of protection and conservation.

Development in the parks provides the opportunity to use and enjoy the natural resources without diminishing their quality for future visitors. Recreation is primarily limited to passive trail-oriented activities. Most developments should provide an opportunity to learn more about the parks, the plant and animal life and other natural features.

Programs are offered to increase the public's knowledge of the natural and cultural heritage of Geauga County. Programs may be presented anywhere in the county, but will usually be scheduled in the parks.

Gauga Park District strives to maintain clean, safe parks which are enjoyable to visit and which protect valuable natural resources for the benefit of present and future generations. We believe that we are, and we intend to remain, "the best Park District in Ohio".

Mr. Leech moved to affirm the Mission Statement and Park Philosophy as written. Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

PARK UPDATES

Sunnybrook Preserve, Light Pollution Study

Mr. Curtin distributed a copy of the light pollution study done for Sunnybrook Preserve. The Board commented that the study is useful and could be used at the Town Hall Meetings.

Bid Packages and Requests for Proposals

Headwaters Park

Handicapped parking and parking lot - will advertise beginning January 29, bid opening on February 19.

Asphalt Work (various sites)

Will advertise beginning February 12, bid opening scheduled for March 4.

Hyde Dam

Will advertise beginning February 12, bid opening scheduled for March 4.

Landscape Plans for Donald Meyer Center and The West Woods

Will advertise beginning January 29, bid opening scheduled for February 19.

Observatory Park, Phase I

Will advertise beginning January 29, bid opening scheduled for February 19.

Sunnybrook Preserve

Will advertise beginning February 12, bid opening scheduled for March 4.

Transmission Lines

The Park has received the environmental review from First Energy for the transmission lines. The Natural Resources Department looked at the preferred route and the alternative route and has concerns about the fragmentation of habitats and also the possibility of invasive species in the proposed area.

The Park has thirty days to respond to the report. A draft of the letter will be sent to the Board for their review prior to submitting it to the Ohio Power Siting Board.

River Oaks Development

River Oaks Development is seeking an at-grade crossing at Maple Highlands Trail Central to build houses on the north side of the railroad right-of-way and is suing to get access. The City of Chardon has also been named in the lawsuit. David Ondrey, Park legal counsel, has submitted a request for summary judgment. Mr. Curtin will be attending a deposition scheduled for February 1, 2008.

2008 Contract Submission List (Revised)

The Board reviewed the Revised 2008 Contract Submission list. Changes were made to the newsletter printing and mailing services.

Dix and Eaton Crisis Management Plan

The Board was given the final version of the Dix and Eaton Crisis Management Plan for their review. Training for staff will be held at an All-Staff meeting. Volunteers will be trained at another time.

Triad Research Group

The Board discussed the survey proposal from Triad Research Group. A decision on the proposal was deferred as the Board would like further information regarding the survey questions and data collection process which will be used by Triad.

Frohring Meadows

Seeding has been placed on hold due to weather conditions. Seeding will take place as soon as weather permits.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Leslie Bednar, Development Officer, expressed her appreciation to the Foundation Board and its committees for their hard work and enthusiasm. The next meeting is scheduled for January 24, 2008 at 5:00 p.m.

CONTRACT REVIEW

The Board discussed the Contract Review documents for December and thanked the Planning Department for providing the information.

BREEHL, TRAYNOR & ZEHE, INC. CONTRACT

Prior to the meeting, the Board was provided with a contract from Breehl, Traynor & Zehe (BTZ) for their review. BTZ will facilitate discovery sessions and provide the Park with recommendations for a brand development plan.

Mr. Leech commented that after talking with BTZ and checking references, he was satisfied that the contract price was fair and that BTZ will provide a good service.

Mr. Leech moved to accept the contract from Breehl, Traynor & Zehe, Inc. in the amount of \$50,000.00.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

Mr. McCullough signed the contract on behalf of the Board.

NEW BUSINESS

APPOINTMENT OF LEGAL COUNSEL

As required by the Ohio State Auditor, legal counsel must be appointed each year. Mr. Curtin made a recommendation to appoint the firms of Thrasher, Dinsmore & Dolan and Blaugrund, Herbert & Martin as legal counsel for 2008.

Dr. Rzeszotarski asked the Park District to survey firms for price quotes prior to appointing legal counsel next year.

Mr. Leech made a motion to appoint the firms of Thrasher, Dinsmore & Dolan and Blaugrund, Herbert & Martin as legal counsel for 2008.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

2008 BUDGET, DRAFT

Action on the 2008 Draft Budget was deferred until the February meeting so the Board would have more time to review it.

2008 SMALL RESEARCH GRANTS

Tami Gingrich, Field Naturalist, asked the Board for their consideration of two Small Grant Research proposals which were submitted for 2008. After some discussion, the Board agreed to approve one of the proposals:

*The Population Ecology of the Flora in Geauga County:
50 Years of Change in Native Flora
Submitted by: Melissa A. Davis
Amount: \$3,000.00
Timeframe: 2 Years*

The Board suggested pursuing other options for possible grant proposals. Mrs. Gingrich will provide these options at the February Board meeting.

2008 NEWSLETTER PRINT/MAIL BID PROPOSALS

Paige Hosier, Marketing Director, presented the bids for newsletter print and mailing services for 2008. Ms. Hosier reported that the 2008 bids reflect a savings of \$8,000.00 over last year's costs.

The Board was asked to consider approving a contract for Premier Printing Corporation for newsletter and annual report printing in the amount of \$33,139.00 and a contract with Weekley's Mailing Service in the amount of \$32,539.20 for newsletter and annual report mailings.

Mr. Leech made a motion to approve the contracts for Premier Printing Corporation in the amount of \$33,139.00 and for Weekley's Mailing Service in the amount of \$32,539.20.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

DECLARATION OF SURPLUS PROPERTY

The Board reviewed the list of surplus property to be destroyed. The items include an aquarium chiller and a sandblasting station.

Dr. Rzeszotarski moved to declare the aquarium chiller and sandblasting station surplus property.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

EXECUTIVE SESSION – ROLL CALL

Mr. McCullough moved to go into Executive Session at 4:45 p.m. for the purpose of discussing land acquisition and compensation of an employee.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

The Board returned from Executive Session at 5:35 p.m.

The following items were brought forward for resolution:

CHARDON AND TROY TOWNSHIPS

Dr. Rzeszotarski made a motion to authorize the Executive Director to enter into negotiations for land in Chardon and Troy Townships.

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

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Mr. Leech	Yes

Mr. Curtin's employment contract for 2008 was signed by Commissioners McCullough, Rzeszotarski and Leech.

The Board approved a request from Mr. Curtin for one day of vacation on January 21, 2008.

REPORTS OF OFFICERS AND EMPLOYEES OF THE BOARD

Departmental reports from the Supervisors were submitted for the month of December 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 5:45 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