

GEAUGA PARK DISTRICT  
March 11, 2008

The regular meeting of the Geauga Park District Board was held on March 11, 2008 at Swine Creek Reservation in Middlefield, 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  
Kathy Hanes, Executive Secretary  
John Oros, Operations and Natural Resources Director  
Michele Pennell, Accountant  
Aaron Young, Planning Director

Gauga Park District Foundation Representative: Pierre Hodgins

**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 FEBRUARY 12, 2008**

Mr. Leech moved to adopt the minutes of February 12, 2008 as amended.

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

**INTRODUCTION OF GUESTS**

There were no guests present.

**Geauga Park District**  
**FINANCIAL STATEMENT MONTH ENDED**  
**FEBRUARY 29, 2008**

**GENERAL FUND**

**BEGINNING FUND BALANCE FEBRUARY 1, 2008**

**1,326,316.11**

**EXPENDITURES & OTHER USES**

**592,717.43**

Personnel	283,331.56
Medicare	3,900.70
Dental /Hospitalization	31,084.90
PERS	40,570.82
Vouchers	233,829.45

**REVENUES & OTHER SOURCES**

**24,548.35**

General Tax Collections

Investment Income

5,473.87

Gifts & Donations

1,214.00

- In memory of D Fulton - Solon PD (\$80)
- Offset NRM equipment purchase - Hawken School (\$1,134)

Fees

- Programs - Schools - Out-of-county 50.00
- Bid Plans 3,340.00
- Lodge rental 725.00
- Workshops - General - Public program 51.00

Sales

- Tapper's Treasures - MC 284.28
- Tree Tops - TWW 678.52
- Credit Card - All facilities 716.41
- Water Vending Machine Sales - TWW 5.00

Rental Properties

- Agriculture land use - Marsic, Observ property 582.00
- Swine Creek house - Harry 400.00
- Burton Wetlands house- Kolar 400.00
- Hyde house - McKinnon 400.00

Other Receipts

Citation Disbursement	98.00
Recycling Proceeds	276.29
Local Government Funds	9,522.83
Miscellaneous Receipts	331.15
- Auction proceeds - Toshiba copier (\$51)	
- Restroom product proceeds - GPD (\$8.50)	
- Regional Parks Conference Reg Fee - Portage Park (\$200)	
- Patronage Percentage Return - Western Reserve Farm Co-Op (\$71.65)	

**LAND IMPROVEMENT FUND**

**BEGINNING FUND BALANCE FEBRUARY 1, 2008**

**4,541,692.84**

**EXPENDITURES & OTHER USES**

**8,009.00**

Vouchers	8,009.00
----------	----------

<b>REVENUES &amp; OTHER SOURCES</b>		<b>416,259.21</b>
<i>Investment Income</i>	18,685.86	
<i>Grants</i>		
<i>Other Revenue</i>	396,000.00	
<i>Royalties</i>		
- Oxford Oil Co - Swine Creek property	370.94	
- Cedar Valley Energy - Hehmeyer property	974.34	
- Great Lakes Energy - Hart property	105.07	
- Power Gas - Farley property	123.00	
<b>ENDING FUND BALANCE AS OF FEBRUARY 29, 2008</b>		<b>4,949,943.05</b>

**VOUCHER RESOLUTION NO. 05-08**

Dr. Rzeszotarski moved to adopt Voucher Resolution No. 05-08, 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**

Mr. Curtin indicated that he had not received any 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**

**PARK UPDATES**

Sap's A Risin'

Mr. Curtin reported on the statistics for the Sap's A Risin' Sunday at Swine Creek on March 9, 2008. Forty-two people were in attendance at the lodge, 37 in the sugar bush, 1000 gallons of sap were gathered and 15 gallons of syrup were made.

Landscaping Proposals

Ten proposals were sent out for landscaping bids for the Meyer Center. None of the returned proposals included the required paperwork, so the Park District will purchase materials directly from the preferred vendor, Lake County Nursery, Inc.

Phone Call from Resident

Mr. McClintock reported that he received a phone call from Mary Lou Strathern a resident who lives near Sunnybrook Preserve. Mrs. Strathern expressed concern regarding the development of Sunnybrook Preserve. Mr. McClintock explained that two public sessions were held regarding the plans for Sunnybrook Preserve and that the public is welcome to view the plans.

United Way "Day of Caring"

The staff of Geauga Park District will be participating in the United Way "Day of Caring" on September 10, 2008 at Camp Ho Mita Koda, a camp for children with diabetes. Approximately 15-20 staff members will take part in a clean-up of the camp.

Abela Property

Staff confirmed the location of the survey pins and part of the stream is on the parcel that Geauga Park District will auction. To preserve the stream on the property, a deed restriction will be placed on that portion of the property.

Funding for Orchard Hills Park

Western Reserve Land Conservancy has submitted requests to Congressman Steven LaTourette and Senator George Voinovich requesting \$1.5 million be placed in the federal budget for Orchard Hills Park. Mr. McClintock will keep the Board updated on the progress.

Budget Projections for Levy

After meeting with the County Auditor, Mr. Curtin reported that the Park may be able to use a "combine and replace" levy to meet budgetary needs. Because two levies are up for replacement in 2012, the Park will need approval to combine them. David Ondrey, Geauga Park District legal counsel, is looking into the matter.

Audit Committee

Dr. Rzeszotarski reported that the Audit Committee met on February 27, 2008 and discussed the 2008 budget. The next meeting is scheduled for May.

Munson Town Hall Meeting on G-TV

Mr. McCullough commented that he watched the Munson Town Hall Meeting which was broadcast on G-TV, Channel 23. The Board commended Mr. Curtin on a good presentation.

**GEAUGA PARK DISTRICT FOUNDATION REPORT**

Mr. McClintock introduced Pierre Hodgins, the Foundation representative, and reported that the Foundation is continuing its fundraising efforts for the upcoming Wild Nights exhibit. The Foundation is also compiling a list of names of potential Trustees which will be presented at the April meeting for approval.

**NEW BUSINESS**

**PERSONNEL POLICY REVISION, RESOLUTION 06-08**

Mr. Curtin asked the Board for approval to revise Personnel Policy Section 208.1, Job Categories. A new category, *Intern*, was added to the policy. The amended policy reads as follows:

*An intern is an advanced student or graduate usually in a professional field gaining supervised practical experience. Internships are for a defined period of time, not to exceed 12 weeks, and can be paid or unpaid positions.*

Mr. Leech made a motion to approve the revised Personnel Policy Section 208.1. 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

**BURTON WETLANDS COOPERATIVE WEED MANAGEMENT AGREEMENT  
RESOLUTION NO. 07-08**

The Burton Wetlands Cooperative Weed Management Agreement provides for the protection of the Burton Wetlands Area threatened by the negative impacts of invasive non-native plant species. The agreement, in cooperation with The Nature Conservancy and The Cleveland Museum of Natural History, will minimize the spread and distribution of invasive plant species and rehabilitate the areas already impacted.

Mr. Leech moved to accept the Burton Wetlands Cooperative Weed Management Agreement.

Mr. McCullough 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

**BASS LAKE DAM IMPROVEMENT INSPECTION FEE PROPOSAL,  
RESOLUTION NO. 08-08**

Aaron Young, Planning Director, presented the Bass Lake Dam Improvement Inspection Fee Proposal. Four proposals were received, ranging from a \$5,000.00 initial inspection fee proposal to a \$35,000 lump sum cost fee proposal. Mr. Young recommended the Board accept the contract from MS Consultants in the amount of \$5,000.00 and then negotiate a second/supplemental agreement based on results of their initial work.

Dr. Rzeszotarski moved to accept the Bass Lake Dam Improvement Inspection Fee Proposal from MS Consultants in the amount of \$5,000.00.

Mr. McCullough 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

**CONTRACT AWARDS**

**Asphalt Improvement Project, Resolution 09-08**

Aaron Young, Planning Director, presented the bid award recommendation for the Asphalt Improvement Project. Ten bids were received and Mr. Young recommended the Board accept the contract from Chagrin Valley Paving in the amount of \$94,995.00, in that it was the lowest and best bid.

Mr. Leech moved to accept the bid from Chagrin Valley Paving in the amount of \$94,995.00 for the Asphalt Improvement Project, Resolution No. 09-08.

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

Headwaters Parking Improvements, Resolution 10-08

Aaron Young, Planning Director, presented the bid award recommendation for Headwaters Parking Improvements Twenty-one bids were received and Mr. Young recommended the Board accept the contract from DanCo General Contracting, LLC in the amount of \$54,116.00, in that it was the lowest and best bid.

Mr. Leech moved to accept the bid from DanCo General Contracting, LLC in the amount of \$54,116.00 for the Headwaters Parking Improvements Project, Resolution No. 10-08. 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

Hyde Dam Improvements, Resolution No. 09-08

Aaron Young, Planning Director, presented the bid award recommendation for the improvements to the spillway at Hyde Dam. Eleven bids were received and Mr. Young recommended the Board accept the contract from Haynes Construction in the amount of \$132,695.00, in that it was the lowest and best bid.

Dr. Rzeszotarski moved to accept the bid from Haynes Construction in the amount of \$132,695.00 for the Hyde Dam Improvement Project, Resolution No. 09-08. Mr. McCullough 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

Observatory Park, Phase I, Resolution No. 11-08

Aaron Young, Planning Director, presented the bid award recommendation for the Observatory Park, Phase I. Sixteen bids were received and Mr. Young recommended the Board accept the contract from Clemson Excavating in the amount of \$411,624.90, in that it was the lowest and best bid.

Mr. Leech moved to accept the bid from Clemson Excavating in the amount of \$411,624.90 for the Observatory Park, Phase I, Resolution No. 11-08. Mr. McCullough 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

Sunnybrook Preserve, Resolution No. 12-08

Aaron Young, Planning Director, presented the bid award recommendation for the Sunnybrook Preserve Project. Fourteen bids were received and Mr. Young recommended the Board accept the contract from Mr. Excavator, Inc. in the amount of \$736,105.88, in that it was the lowest and best bid.

Mr. Leech moved to accept the bid from Mr. Excavator, Inc. in the amount of \$736,105.88 for the Sunnybrook Preserve Project, Resolution No. 12-08.

Mr. McCullough 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

**COMMISSIONERS' TIME**

Mr. McCullough distributed an article from the newspaper that included an article on John Kolar and his role in the new play at Geauga Theater.

The Board expressed their appreciation to the Planning Department for the efficient bid process, resulting in significant cost savings to the Park District.

Mr. McCullough received a list of 64 Amish schools which the Park could contact to see if they are interested in receiving a hand-crafted bat box.

The Board commented that they found the Dragonfly report interesting.

Mr. McCullough asked if the high level bridge over Swine Creek Road could be painted. Mr. Curtin will check into it.

**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 5:15 p.m.

There were no items brought forward for resolution.

**REPORTS FROM COMMITTEES OF THE BOARD**

There were no reports from committees of the Board.

**REPORTS FROM OFFICERS AND EMPLOYEES OF THE BOARD**

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 5:30 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