

GEAUGA PARK DISTRICT
April 8, 2008

The regular meeting of the Geauga Park District Board was held on April 8, 2008 at 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
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
Vicky Liptak, Graphic Designer
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Manager
Eileen Smith, Administrative Assistant
Robert Urban, Chief Ranger
Aaron Young, Planning Director

Visitors Present:

Jim Galm
Tom Lee

Gauga Park District Foundation Representative: Kathy Allen

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

RECOGNITION OF SERVICE, THOMAS G. CURTIN

Board President Robert McCullough read the following Resolution in honor of Thomas Curtin's twenty-five years of public service:

WHEREAS, Thomas Curtin began his career in public service working for the National Park Service and then at Lake Metroparks in various capacities;

WHEREAS, Thomas Curtin became Executive Director of Geauga Park District in October 1999 and since that time has been instrumental in land preservation efforts (more than doubling Park acreage) and has guided the Park District through nine new park development projects;

WHEREAS, Thomas Curtin demonstrates a high level of integrity, a deep sense of responsibility, and a passion for his job;

WHEREAS, Thomas Curtin dedicates his time and energy to uphold and enhance the reputation of Geauga Park District at local, regional and state levels;

WHEREAS, Thomas Curtin is to be commended for his continued dedication, loyalty and valuable contributions to the Park District;

WHEREAS, it is fitting and proper that Thomas Curtin be recognized for his commitment to public service;

THEREFORE, BE IT RESOLVED, on this eighth day of April, 2008, the Board of Commissioners of Geauga Park District, does hereby acknowledge and congratulate Thomas Curtin for his twenty-five years of public service.

The Board expressed their appreciation to Mr. Curtin.

Dr. Rzeszotarski moved to accept Resolution No. 14-08 honoring Mr. Curtin for his twenty-five years of public service.

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

ADOPTION OF THE MINUTES OF MARCH 11, 2008

Mr. Leech moved to adopt the minutes of March 11, 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

Paige Hosier, Marketing Director, introduced Vicky Liptak, the Park's new graphic designer.

Mr. Curtin introduced visitors Tom Lee and Jim Galm.

**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
<u>General Tax Collections</u>		
<u>Investment Income</u>		5,473.87
<u>Gifts & Donations</u>		1,214.00
- In memory of D Fulton - Solon PD (\$80)		
- Offset NRM equipment purchase - Hawken School (\$1,134)		
<u>Fees</u>		
- Programs - Schools - Out-of-county		50.00
- Bid Plans		3,340.00
- Lodge rental		725.00
- Workshops - General - Public program		51.00
<u>Sales</u>		
- 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	
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 (\$200)		
- Patronage Percentage Return - Western Reserve Farm Co-Op (\$71.65)		
ENDING FUND BALANCE AS OF FEBRUARY 29, 2008		758,147.03
LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE FEBRUARY 1, 2008		4,541,692.84
EXPENDITURES & OTHER USES		8,009.00
Vouchers	8,009.00	
REVENUES & OTHER SOURCES		416,259.21
<u>Investment Income</u>	18,685.86	
<u>Grants</u>		
<u>Other Revenue</u>	396,000.00	
<u>Royalties</u>		
- 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	
ENDING FUND BALANCE AS OF FEBRUARY 29, 2008		4,949,943.05

VOUCHER RESOLUTION NO. 13-08

The Board asked for clarification on a number of voucher items. All questions were answered satisfactorily.

Dr. Rzeszotarski moved to adopt Voucher Resolution No.13-08, 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	Abstained

COMMUNICATIONS TO THE BOARD

Mr. Curtin shared the following communications with the Board:

A check was received from Ohio Department of Natural Resources in the amount of \$100,000 towards the acquisition of Orchard Hills Park.

Mary Taylor, Auditor of State, extended her congratulations to the Park for The Maple Highlands Trail and the subsequent award received from Ohio Parks and Recreation Association.

A note was received from Michael Runion of Cancer Cure-Aiders thanking the Naturalist Department for their contribution to the American Cancer Society.

OPEN TO PUBLIC

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

UNFINISHED BUSINESS

PARK UPDATES

First Energy Transmission Lines

Mr. Curtin introduced Tom Lee, who is from the law firm of Taft Stettinius & Hollister. Mr. Lee is serving as legal counsel for Citizens Advocating Responsible Energy (CARE), a group of 160 Geauga County residents. Mr. Lee distributed maps of First Energy's proposed routes and also maps of the 1997 Rachel Line.

CARE's position is that existing corridors such as The Maple Highlands Trail could be used, rather than carving a new corridor through the preferred route on Route 528 and the alternative route on Clay Street. CARE believes First Energy should be concerned about the ecological impact along the proposed routes. Mr. Lee requested that the Park District speak with First Energy about using the old Rachel line for the new transmission lines.

Mr. Leech expressed concern about the additional land which would be needed along the bike path corridor to accommodate the transmission lines and Dr. Rzeszotarski indicated that approximately thirty feet on both sides of the bike path would be cleared for the utility lines.

Mr. Leech inquired as to the timetable involved in the process. Mr. Lee explained that public hearings are scheduled for May 12 and May 13 and that an adjudicatory hearing will be held on May 21, 2008.

The Board thanked Mr. Lee for his presentation and said they would discuss the issue further.

One Year Walk Throughs

Mr. Curtin reported that a one-year walkthrough for Frohring Meadows is scheduled for August and Mountain Run Station is scheduled for July.

Landscape Architect Certification

Park Planners Dru Siley and Chris Lynn successfully completed two portions of the Landscape Architecture Record Certification exam.

Swine Creek Bridge Maintenance

Mr. Curtin reported that the approximate cost to paint the bridge over Swine Creek would range from \$100,000 to \$130,000.

Lake-Geauga Fund, Cleveland Foundation

Leslie Bednar, Development Officer, asked the Board if they would like to participate in the fundraising effort by the Lake-Geauga Fund of the Cleveland Foundation. This initiative begins April 21, 2008 and the Fund will be doing a series of ads, working in coordination with the Park's marketing department. Mrs. Bednar distributed samples of the ad. The Board agreed by unanimous consent to participate in this fundraising effort.

BTZ Branding Proposal

Paige Hosier, Marketing Director, presented modifications to the BTZ Branding Proposal. After receiving input from staff, BTZ made minor changes in the text and graphics. Mrs. Hosier distributed samples of the promotional items to the Board. Dr. Rzeszotarski commented that he was pleased with the *protect-serve-connect* tag line.

Annual Report

The Board received the draft copy of the 2007 Annual Report and suggested some changes to the text and graphics. The Board commended the Marketing Department on the quality of the publication.

River Oaks Lawsuit

The City of Chardon has asked for dismissal of the River Oaks Lawsuit, claiming political subdivision immunity. Geauga Park District legal counsel, David Ondrey, has amended the Park's complaint to reflect the same wording.

Observatory Park

Mr. Curtin reported that modifications will be made to the site features at Observatory Park based on recommendations from the Planning and Naturalist Departments. This includes condensing the area around the site features to make them more assessable to school groups and other park visitors.

GEAUGA PARK DISTRICT FOUNDATION REPORT

Kathy Allen, Geauga Park District Foundation representative, did not have a report.

CONTRACT REVIEW

The Board was provided with the Contract Review documents prior to the meeting. Dr. Rzeszotarski inquired as to the timetable for landscape improvements at the Donald W. Meyer Center and The West Woods. Mr. Young responded that improvements to the Donald W. Meyer Center will begin on April 21 and will take place in the fall at The West Woods.

NEW BUSINESS

PERSONNEL POLICY REVISION, RESOLUTION NO. 15-08

The Board was asked to consider changes to Personnel Policy 506.1, Emergency Days.

The revised policy reads as follows:

The Director or designee may declare an emergency that necessitates the closing of a facility/or facilities. Employees will be entitled to pay for hours when they would have otherwise worked during the period declared as an emergency. Full-time, non-exempt employees who are required to work on an emergency day will receive pay at their time and ½ rate of pay for hours worked during the emergency period.

Employees not scheduled to work because of scheduled vacation or continuing sick leave or those that have called off sick prior to the emergency being declared will be charged for the leave regardless of the declared emergency. If vacation leave or sick leave ends prior to the end of the declared emergency, no leave time will be charged for the remainder of the emergency.

Tardiness, leaving work early, or failure to report for work on days when weather conditions interfere, but when no emergency has been declared, will be charged to personal leave time or as leave without pay at the discretion of the employee’s supervisor. Inclement weather shall not be considered a valid reason for use of sick leave.

Dr. Rzeszotarski moved to accept the revisions to Personnel Policy 506.1, Emergency Days, Resolution No. 15-08.

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

TRANSFER OF FUNDS, RESOLUTION NO. 16-08

Mr. Curtin informed the Board of the Geauga County Auditor's Office notification that the first half of tax revenue has been posted to the Park District's General S05 Account.

Mr. McCullough moved the adoption of Resolution No.16-08, transferring One Million One Hundred Thousand Dollars (\$1,100,000.00) from the General S05 Account to the Q41 Land Improvement Fund.

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

LIABILITY INSURANCE CONTRACT, RESOLUTION NO. 17-08

Mr. Curtin presented the liability insurance invoice from Public Entities Pool of Ohio in the amount of \$67,938.90. Dr. Rzeszotarski was pleased with the pricing.

Mr. Leech moved to authorize payment to Public Entities Pool of Ohio for liability insurance, Resolution No.17-08.

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

RELATED PARTY TRANSACTION FORM

As part of the Park's ethics policy, each employee will be asked to complete a Related Party Transaction Form. Employees will need to provide a listing of any jobs or positions (outside of Geauga Park District) and all jobs held by immediate family that may be related to Geauga Park District business. The information will be reviewed by the Business Affairs Director and will be kept in the employee's personnel file.

TRIAD RESEARCH CONTRACT, RESOLUTION NO. 18-08

The Board was provided with the Triad Research contract for their review prior to the meeting. Triad will provide an image assessment survey to gauge public perception of the Park District. This will create a benchmark for measuring success of the branding campaign. The survey process will take approximately six to eight weeks, from survey development to analysis.

Mr. Leech moved to approve the Triad Research Contract, Resolution No. 18-08. The contract will not exceed \$15,000 and will include a telephone survey (up to 40 questions) and 400 completed interviews. 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

RESCIND MOTION RELATING TO RESOLUTION 11-97, RESOLUTION NO. 19-08

Mr. Leech made a motion requesting the rescindment of the motion made on October 12, 2004 which rescinded a portion of Resolution No. 11-97, relating to the appointment of Denise Weisbarth as a Geauga Park District Ranger. 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

COMMISSIONERS' TIME

Mr. Leech and Dr. Rzeszotarski thanked Mrs. Bednar for providing the Commissioners with the weekly Foundation updates.

Mr. McCullough commented that there are some broken branches at Eldon Russell Park and asked if they could be removed. He also noted that the platform at Lake Kelso is in need of repair. Mr. McClintock stated that the platform was on the Park's list of scheduled repairs.

Mr. McCullough mentioned that he would like to see a sign for The West Woods at the intersection of Routes 87 and 306.

The Board took a break at 5:18 p.m.

EXECUTIVE SESSION – ROLL CALL

Mr. McCullough moved to go into Executive Session at 5:45 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 6:30 p.m.

The following items were brought forward for resolution:

LAND ACQUISITION

Claridon Township

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

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

PERSONNEL

Mr. Leech moved to enter into a settlement agreement with the Ohio Policemen's Benevolent Association (OPBA).

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

OHIO POWER SITING BOARD

Mr. Curtin stated that First Energy has informed him that the Ohio Power Siting Board (OPSB) is urging First Energy to ask for a continuance of the hearings to allow time for a route comparison study to compare The Maple Highlands Trail route to the preferred and alternate routes. First Energy representatives are actively opposing the construction of power lines within the Maple Highlands Trail.

The Board discussed the issue of using The Maple Highlands Trail corridor for the transmission lines. The consensus was that because The Maple Highlands Trail is a significant natural resource, the Park District should oppose any underground or overhead construction of the lines within the trail. Construction of power lines would not be consistent with the mission of the Park District to preserve and protect the Park's natural resources. Construction of the power lines would also diminish the "character" of the bike trail and jeopardize the Park's long-term investment in the trail.

Both Mr. Leech and Dr. Rzeszotarski suggested that the Board pass a resolution opposing the power lines. Dr. Rzeszotarski would like to reference the letter which was sent in 1996 to The Ohio Power Siting Board. Mr. Curtin stated he will meet with the Ohio Power Siting Board to discuss the power lines and will inform the OPSB that the Park is opposed to construction of the transmission lines within The Maple Highlands Trail.

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 March 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 6:46 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