

**GEAUGA PARK DISTRICT
BOARD MEETING MINUTES
April 14, 2009**

The regular meeting of the Geauga Park District Board was held on April 14, 2009 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 6:00 p.m. President Robert McCullough was in the Chair. Board members Dr. Mark Rzeszotarski and Mr. Leech were present.

Employees present:

Tom Curtin, Executive Director
Keith McClintock, Deputy Director
Kathy Hanes, Executive Secretary
Paige Hosier, Marketing Director
John Oros, Director of Operations
Michele Pennell, Accountant
Robin Pilarczyk, Human Resources Mgr.
Paul Pira, Park Biologist
Eileen Smith, Administrative Assistant
Jerome Tvergyak, Maintenance Tech II
Robert Urban, Chief Ranger
Aaron Young, Planning Director

Visitors Present:

Joy Keko
Andy Kirtpatrick, Western Reserve Land Conservancy
Ed Meyers, Western Reserve Land Conservancy
Mark Skoronski, Western Reserve Land Conservancy
Nora Stanton

ADOPTION OF THE AGENDA

Dr. Rzeszotarski moved to adopt the agenda for the meeting.

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

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

ADOPTION OF THE MINUTES OF MARCH 10, 2009

Dr. Rzeszotarski moved to adopt the minutes of March 10, 2009 as written.

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

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

ADOPTION OF THE MINUTES OF MARCH 19, 2009

Mr. Leech moved to adopt the minutes of March 19, 2009 as written.

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

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

INTRODUCTION OF GUESTS

Mr. Curtin introduced visitors Joy Keko and Nora Stanton.

PRESENTATION OF FINANCIAL STATEMENT

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
MARCH 31, 2009

GENERAL FUND

BEGINNING FUND BALANCE MARCH 1, 2009 **930,068.41**

EXPENDITURES & OTHER USES **482,287.71**

Personnel	208,924.01
Medicare	2,918.14
Dental /Hospitalization	34,012.48
PERS	30,057.28
Worker's Compensation	74,394.61
Vouchers	131,981.19

REVENUES & OTHER SOURCES **3,205,085.25**

General Tax Collections

- Real Estate Tax	3,159,990.61
- State Reimburse Tax	28,559.87

Investment Income 378.21

Gifts & Donations 212.48

- Craft show donation - Cooper	
- TWW general donations	

Fees

- Programs - Schools - Out-of-county	264.00
- Shelters	210.00
- Bid Plans	229.00
- Lodge heat fee	460.00
- Workshops - General - Public program	60.00

Sales

- Tapper's Treasures - MC	140.97
- Tree Tops - TWW	1,471.27
- Syrup Sales	3,765.80
- Credit Card - All facilities	1,066.73
- Water Vending Machine Sales - TWW	20.00

Other Receipts

- Swine Creek house - Harry	400.00
- Burton Wetlands house- Kolar	400.00
- Hyde house - McKinnon	400.00
- Chickagami house - Mast	400.00
- Citation Disbursement	84.00
- Local Government Funds	5,149.11

- Auction Proceeds (Trailer, moon boots)	897.50	
- Miscellaneous Receipts	525.70	
Public records request - Anonymous (\$0.70)		
R/E tax refund - WRLC (\$88.98)		
COBRA Insurance reimb. - Keesecker (\$436.02)		
ENDING FUND BALANCE AS OF MARCH 31, 2009		\$3,652,865.95
LAND IMPROVEMENT FUND		
BEGINNING FUND BALANCE MARCH 1, 2009		\$3,915,138.13
EXPENDITURES & OTHER USES		851,497.89
Vouchers	851,497.89	
REVENUES & OTHER SOURCES		3,273.67
<i>Investment Income</i>	1,206.96	
<i>Gifts & Donations</i>	479.50	
- Affelder Trust Interest		
<i>Royalties</i>		
- Oxford Oil Co - Swine Creek property	256.93	
- Cedar Valley Energy - Hehmeyer property	267.27	
- Cedar Valley Energy - Sunnybrook property	326.42	
- Power Gas - Farley property	736.59	
ENDING FUND BALANCE AS OF MARCH 31, 2009		\$3,066,913.91

VOUCHER RESOLUTION NO. 16-09

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

Mr. Leech moved to adopt Voucher Resolution No. 16-09, a copy of which is on file in the Park District office.

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

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

COMMUNICATIONS TO THE BOARD

There were no communications to the Board.

OPEN TO PUBLIC

Joy Keko stated that she is very proud of Geauga Park District and the benefits the Park provides to the citizens of Geauga County. The Board thanked Mrs. Keko for her comments.

UNFINISHED BUSINESS

PARK UPDATES

Butterfly Monitoring

Mr. Curtin reported that Tami Gingrich, Field Naturalist, will be monitoring butterfly populations at Oakton Preserve, Observatory Park and Frohring Meadows using methods from the book, *Ohio Lepidopterists Society Long-Term Monitoring of Butterflies*, co-written by Dr. Mark Rzeszotarski.

Union Chapel Historical Marker

Paperwork has been submitted to designate Union Chapel in Newbury as a National Historic site. A historical marker, costing approximately \$2,200.00, would need to be purchased by the Park District.

Mr. Leech made a motion to approve the purchase of the historical marker in the amount of \$2,200.00.

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

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

Legislative Update

Mr. Curtin updated the Board on two bills currently pending in the Ohio legislature.

House Bill 107 would create an Oil and Gas Leasing Board and establish a procedure by which the Leasing Board may enter into leases for oil and gas production on land owned or under control of a state agency for the purpose of providing funding for capital and operating costs for the agency.

House Bill 110 would authorize the Director of Natural Resources to issue permits and make leases to parties making application to take and remove natural gas and oil under the bed of Lake Erie.

Strategic Plan

The Board was provided with a draft of the strategic plan prior to the meeting. The Board will be discussing the plan at the May board meeting.

Wild Nights Exhibition, Survey Summary

The results of the Wild Nights survey were given to the Board prior to the meeting. Based upon an approximate visitation of 22,000 over the life of the exhibit, the survey yielded a 4 percent response rate. The Board commented that the feedback was interesting. A complete copy of the survey is available for review in the Park District Marketing Department office.

Dog Parks

The Board was provided with additional information regarding dog parks. The Board agreed to table the issue until the May Board meeting.

Van Wrap

Proofs of the “van wrap” for the Park van were shared with the Board. The Marketing Department submitted the artwork to three graphic design companies and received a quote of \$1715.00 from Lake Erie Graphics in Brookpark, Ohio. No Geauga County companies were able to perform the work. Dr. Rzeszotarski suggested putting the Park’s phone number on the van. Mr. McCullough commented that he would like to see a maple sugaring graphic included.

The Board agreed by unanimous consent to approve the purchase of the van wrap.

Donald Meyer Center – Building Hours

Mr. Curtin presented the Board with a proposal for changing the hours of operation on a seasonal basis at the Donald Meyer Center. The proposed hours would be:

January through December	- open weekdays, 8:00 a.m. to 4:30 p.m.
May through October*	- open weekends, 10:00 a.m. to 5:00 p.m.
November through April	- closed on the weekends

**first weekend in May through last weekend in October*

After some discussion, the Board agreed to begin the new weekday schedule effective April 20, 2009. The new weekend schedule would be contingent upon the Park being able to provide a heated outdoor restroom for Big Creek Park visitors.

Historic Telescope Proposal

A proposal was submitted to acquire a historic 1922 Alvan Clark refractor. The proposal is currently under review.

Letter of Support – Trust for Public Land

The Trust for Public Land has asked the Park District to write a letter of support for increased funding from Congress for coastal and estuarine funding. The Board agreed to the request and Mr. Curtin will draft a letter of support.

Lodge Utility Fee Analysis

The Board was provided with a two-year analysis of lodge utility fees. The Board was pleased to see that the Park is within budget on the utility fees.

COBRA Pipeline

A gas pipeline runs under the railroad right-of-way in Middlefield. The Park District has negotiated a maintenance agreement with the owner of the pipeline, Cobra Pipeline Company Ltd. As part of the agreement, the Board accepted the gas company’s proposal of a one-time \$1,000.00 payment and a yearly payment of \$250.00.

Horse Trail at Headwaters Park

The Park is working with the Ohio Horseman’s Council (OHC) and the City of Akron to develop a new horse trail at Headwater’s Park.

Park Projects

The contract paperwork is in progress for park projects. Anticipated start date is mid-May.

Park Website Upgrade

The Marketing Department is in the process of updating the website. Updates include improved navigation of the site, adding video and sound bites, a bulletin board with current events and other new features. A draft of the website will be available in the next few weeks.

GEAUGA PARK DISTRICT FOUNDATION REPORT

The Foundation trustees will be meeting on May 21, 2009.

CONTRACT REVIEW

Mr. Curtin reported that project bids were approximately 30 percent below estimated costs.

NEW BUSINESS

BEST PRESERVE, CONTRACT AWARD, RESOLUTION NO. 20-09

The Board was presented with the bid award recommendation for the Best Preserve project. Eleven bids were received and Aaron Young, Planning Director, recommended the Board accept the contract from Chagrin Valley Paving in the amount of \$438,834.20 in that it was the lowest and best bid.

Mr. Leech moved to accept the bid from Chagrin Valley Paving in the amount of \$438,834.20 for the Best Preserve improvements project.

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

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

TRANSFER OF FUNDS, Q41 ACCOUNT, RESOLUTION NO. 17-09

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

Mr. McCullough moved the adoption of Resolution No. 17-09, transferring \$750,000.00 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:

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

LIABILITY INSURANCE CONTRACT, RESOLUTION NO. 18-09

Mr. Curtin presented the liability insurance contract from Public Entities Pool of Ohio in the amount of \$69,728.96. Mr. Leech asked if the contract price reflects the same coverage received in 2008. Mr. Curtin replied that it is the same coverage

Mr. Leech moved to accept the liability insurance contract from Public Entities Pool of Ohio, Resolution No. 18-09, in the amount of \$69,728.96.

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

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

PERSONNEL POLICY REVISION, DISABILITY/MEDICAL RELATED LEAVES OF ABSENCES, RESOLUTION NO. 19-09

The Board was presented with revisions to Section 404.1, Disability/Medical Related Leaves of Absences, Geauga Park District Personnel Policy. The revisions to the policy are required as part of the Ohio Public Employee Retirement System disability guidelines.

Dr. Rzeszotarski made a motion to accept changes to Personnel Policy, 404.1, Disability/Medical Related Leaves of Absences.

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

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

GEAUGA PARK DISTRICT ORGANIZATIONAL CHART, REVISED

The Board was provided with a copy of the Park District's revised organizational chart. The chart was provided for informational purposes only, so no action was taken.

DEER MANAGEMENT UPDATE

John Oros, Director of Operations, presented the 2008-09 Deer Management data collection and deer exclosure reports. Based on information gathered during this year's deer management season, Mr. Oros made the following recommendations for data collection during the 2009-10 deer season:

- utilize deer exclosure data to show deer browse
- use diminishing returns to track declines in harvest
- use population reconstruction at Frohring Meadows and The Rookery by setting up check stations during hunting season to age male and female deer
- initiate camera surveys by volunteers using digital trail cameras to estimate deer populations.

After some discussion, the Board agreed to use the recommended data collection methods, but using population reconstruction at only The Rookery and not Frohring Meadows due to the manpower needed to conduct the research.

The Board also discussed and agreed upon the following 2009-10 Hunting schedule:

Park	Hunting Implement	Permit Slots
Bass Lake	Muzzleloader (Neighbors Only)	January 9 –12, 2010
Burton Wetlands (Assumes ODNR, DNAP Approval)	Shotgun Shotgun Muzzleloader	November 30 – December 6, 2009 December 19 and 20, 2009 January 9 -12, 2010
Frohring Meadows	Shotgun (Hand Picked Hunters Only) (Treestand Hunting Only)	December 3 – December 6, 2009
Observatory Park	Shotgun Shotgun Muzzleloader	November 30 – December 6, 2009 December 19 and 20, 2009 January 9 –12, 2010
The Rookery	Shotgun Muzzleloader	November 30 - December 2, 2009 January 9 -12, 2010

Dr. Rzeszotarski moved to accept the 2009-2010 deer management recommendations as noted above.

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

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

FIREWOOD PROVISIONS

Mr. Oros reported that Geauga Park District supplies firewood for park patrons at the lodges and campground sites. Due to the labor and fuel costs involved in splitting, stacking and delivering the wood to these sites, the Board was asked to consider other options for providing wood to patrons. These options could include 1) purchasing firewood as needed to keep up with demand 2) setting a minimal fee to cover the cost of the wood 3) provide patrons with a set amount of free wood at each camping location and charge a small fee for replenishment.

After some discussion, the Board agreed that the Park should continue to provide firewood to patrons without charging additional fees to cover the cost of the wood. Therefore, the Park will purchase wood as needed to replenish the supply.

DECLARATION OF SURPLUS PROPERTY

The Board was asked to declare the following items as surplus property for the Geauga County auction: Water Vending Machine, Sharp Copier, 1996 Ransome Front Mower, 1999 Ferris Walk-Behind Mower, and 2006 Hustler Zero Turn Mower.

Mr. Leech moved to declare the Water Vending Machine, Sharp Copier, 1996 Ransome Front Mower, 1999 Ferris Walk-Behind Mower, and 2006 Hustler Zero Turn Mower as surplus property for the Geauga County auction.

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

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

CHANGE IN AGENDA

Ed Meyers, Mark Skoronski and Andy Kirtpatrick from Western Reserve Land Conservancy arrived and were introduced by Mr. McClintock.

In the interest of time, Board President Robert McCullough asked to modify the agenda so that the Board could go into Executive Session (prior to Commissioners' Time) to discuss land acquisition with representatives from Western Reserve Land Conservancy. The Board agreed by unanimous consent.

EXECUTIVE SESSION – ROLL CALL

Mr. Leech moved to go into Executive Session at 7:19 p.m. for the purpose of discussing land acquisition.

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

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

The Board returned from Executive Session at 7:54 p.m. The following item was brought forward for resolution:

BAK Property, Middlefield Village

Representatives from Western Reserve Land Conservancy (WRLC) asked Geauga Park District to consider entering into an agreement whereby the Park District would provide up to \$700,000.00 from Water Resource Restoration Sponsorship Program funding to WRLC for 235 acres of property owned by BAK, Inc. in Middlefield Village. WRLC would be responsible for funding the remainder of the purchase price. Once the property is acquired, it would be transferred to Geauga Park District.

Dr. Rzeszotarski made a motion to enter into an agreement with Western Reserve Land Conservancy for the BAK property located in Middlefield Village. The agreement is conditional upon the contingencies set forth in the agreement and subject to review by legal counsel.

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

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

COMMISSIONERS' TIME

There were no items brought forward by the Commissioners for discussion during Commissioners' Time.

Workers' Compensation

Mr. Curtin asked Robin Pilarczyk, Human Resources Manager, to provide the Board with an update on a workers' compensation issue.

Mrs. Pilarczyk informed the Board that the Industrial Commission of Ohio (ICO) has denied workers' compensation to a Park District employee, as it is ICO's opinion that the employee's medical condition is not related to a work injury. As part of the workers' compensation process, the matter will be litigated through the Court of Common Pleas. The Board was asked for approval to enter into a contract with David P. Thomas, an attorney who is experienced in workers' compensation cases, at a rate of \$175.00 an hour.

Dr. Rzeszotarski made a motion to enter into a contract with David P. Thomas, Esq., of Cleveland at a rate of \$175.00 per hour.

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

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

EXECUTIVE SESSION – ROLL CALL

Dr. Rzeszotarski moved to go into Executive Session at 8:18 p.m. for the purpose of discussing land acquisition. There were no personnel items to be discussed.

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

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

The Board returned from Executive Session at 8:47 p.m. The following items were brought forward for resolution:

Montville Township

Dr. Rzeszotarski made a motion to authorize the Executive Director to enter into negotiations for real property located in Montville Township.

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

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

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 8:50 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