

**GEAUGA PARK DISTRICT
BOARD OF PARK COMMISSIONERS
SPECIAL BOARD MEETING – WORK SESSION
June 4, 2013**

A Special Board Meeting – Work Session of the Geauga Park District Board of Commissioners was held on June 4, 2013 at Big Creek Park, The Meyer Center. The meeting was called to order at 9:00 a.m. President James Patterson was in the Chair. Commissioners Michael Petruziello and Nicholas Fischbach were present.

Employees Present:

Thomas Curtin, Executive Director
Anna McDonald, Executive Secretary
Paige Orvis, Marketing and Administrative Services Director
Robin Pilarczyk, Human Resources Director
Scott Wilson, Chief Ranger
Larry McKinnon, Sgt. Ranger
Dennis Sloan, Ranger
Aaron Young, Planning Director
Matt McCue, Strategic Planning Director

Guests:

Josh Echt, *Geauga Maple Leaf*
Tom & Diane Jones, Wind in the Woods Farm

President James Patterson called the meeting to order, and the Pledge of Allegiance was recited.

ADOPTION OF THE AGENDA

Mr. Patterson requested moving agenda item ‘Expanded Ranger Patrol’ to the first item under Unfinished Business.

Mr. Petruziello moved to adopt the agenda for the meeting with order change.

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

Mr. Fischbach	Yes
Mr. Petruziello	Yes
Mr. Patterson	Yes

INTRODUCTION OF GUESTS

Josh Echt of the Geauga Maple Leaf and Tom and Diane Jones of Wind in the Woods Farm were present at the meeting.

UNFINISHED BUSINESS

Expanded Ranger Patrol

The Board was provided with Chief Wilson’s recommendation for expanding Ranger Coverage to the Geauga Park District to 24 hours, seven days a week. Chief Wilson advised that some of the advantages to expanded coverage would be the ability to patrol the Parks that offer camping 24/7, more contact with after-hour Park visitors that should not be in the Parks, and less reliance on other law enforcement departments that are covering for the Park District when Rangers are not on patrol. To accomplish this the current part-time Ranger would be moved to full-time and one additional full-time Ranger would be

hired. There were discussions regarding the cost to expand to 24 hour coverage, the vacant Lt. Ranger position and possibility of an additional Sgt. Ranger for supervisory assistance. Mr. Fischbach asked Sgt. Ranger McKinnon his opinion on expanding Ranger coverage to 24 hours. Sgt. McKinnon stated that an additional Ranger is crucial for the development of the department and to provide coverage to the Parks. He stated that a good portion of the enforcement done by Rangers is reactive not proactive due to damage/vandalism taking place by after-hours park visitors who know Rangers are not on duty. There were discussions on how 24 hour coverage would be staffed and additional methods to protect the Parks such as surveillance cameras and closing entrance gates when Parks are closed. Mr. Fischbach asked how much outside assistance the Park Rangers provided to other law enforcement agencies. Chief Wilson advised that there are a lot of requests for assistance – we’re there for them and in return they help us out. Mr. Patterson thanked the Rangers for their input and advised that the Board will consider the recommendation for 24 hour coverage at a future meeting.

Mission Statement and Philosophy

The Board was provided with a copy of the Geauga Park District’s current Mission Statement, Philosophy and timeline of prior Board reviews/revisions to these documents. Mr. Fischbach stated that in reviewing the Park’s Mission Statement and Philosophy the emphasis is on preservation and conservation which are important, but the wants of the taxpayers in terms of recreational opportunities should also be taken into consideration. Mr. Fischbach shared excerpts from other area park districts’ statements. Mr. Fischbach and Mr. Patterson agreed that the current Mission Statement and Philosophy should be reviewed and, in doing so, create a vision statement that would meet the needs of the county and its residents now and going forward. Mr. Patterson requested that Mr. McCue and Mr. Curtin draft documents for Board review and discussions at the July or August Board meeting. The Board also requested that copies of other Park District Mission and Vision statements be forwarded to their attention for review.

Observatory Park Shelter

The Board received the construction estimate for the proposed Observatory Park Shelter of \$65,969.00 which was based on the project being completed in-house by the Park District construction crew, with outside contractor assistance for electrical and concrete work. Mr. Curtin circulated a project time-line for review by the Board that included an option to out-source a project currently scheduled to be completed by the Park construction crew of the demolition of a dilapidated building on the Park District railroad right-of-way on MHT-South. The out-sourced work would be completed by the outside construction company currently working on MHT-South. By out-sourcing this small project it will free up the Park construction crew to begin the Observatory Park Shelter as soon as the Covered Bridge project is complete. The additional cost to the Park District would be \$2,000.00 (\$4,800.00 for Park District crew vs. \$6,800.00 for commercial construction crew).

Mr. Fischbach moved to approve the construction estimate of \$65,969.00 as presented, with the added stipulation of out-sourcing the building demolition project at a cost of \$6,800.00.

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

Mr. Fischbach	Yes
Mr. Petruziello	Yes
Mr. Patterson	Yes

PARK UPDATES

Orchard Hills Water

The Operations Department performed a dip test on the Orchard Hills well that tested positive for E-coli and chloroform. Mr. Curtin stated that the test results should be taken into consideration before the Park District plans an expenditure to run water to the Shelter.

Fishing Program at Best Preserve

Jim Dvorak's fishing program for school children with developmental challenges went very well. Forty-one (41) children participated with 9 teachers, 13 paraprofessionals and 30 volunteers from the Rotary assisting with the program. A big thanks to Mr. Dvorak and his group for this event.

Maple Highland Trail – South

The Park District received an inquiry as to whether the MHT-South expansion will be open to horseback riders, since it will be open for buggy traffic. Mr. Curtin will check with the Holmes County Park District which has side-by-side trails for horses and bicycles to see if there is any user conflict and report back to the Board at a future meeting.

NEW BUSINESS

Bylaws

The Board was provided with a copy of the current Geauga County Park District Bylaws for review. The following changes were requested by the Board:

- Mr. Patterson requested the current wording of "Executive Director or Deputy Director" be replaced wherever it appears with "Executive Director, the Deputy Director or his/her designee".
- Mr. Patterson requested the first two lines of Article XIX–FOUNDATIONS AND COMMITTEES be deleted, removing the authority to appoint Board members to the Geauga Park Foundation Board, based on the recommendation of the State Auditor.
- Mr. Petruziello requested an addition to Article XVIII-STAFFING AND COMPENSATION SCHEDULE stipulating Board involvement in hiring the positions of Director and Deputy Director. Mr. Patterson concurred and requested this Article be revised for review by the Board.
- Mr. Curtin requested that Article XVII-SESSION AGENDA be revised to reflect the reciting of the Pledge of Allegiance.

The document will be revised and presented to the Board for review and approval at a future Board meeting.

There were general discussions regarding delivery of the Board meeting packet to insure sufficient time for review and questions prior to the Board meetings.

Planning Meeting – 2014 Proposed Projects and Budgets

Mr. Patterson requested that a scheduling e-mail be circulated to the Board to determine available dates and times for this meeting.

QUESTIONS FROM THE PUBLIC

Diane Jones addressed the Board and Mr. Curtin inquiring if any follow-up work was done by the Park District regarding the Mast Oil Well. Mr. Curtin advised that it has been brought to legal counsel's attention for review and opinion. Ms. Jones also questioned the Park's position/policy requiring vendors who perform services in the Park District to supply a Certificate of Insurance naming the Park District as an additional insured party on the vendor's insurance policy. Mr. Curtin informed that this policy is to protect the citizens of the county and was implemented at the advice of legal counsel and the Park's insurance company. Mr. Fischbach advised that this is policy is also a requirement in State Parks. Mrs. Jones thanked all for the clarification.

EXECUTIVE SESSION - ROLL CALL

Mr. Petruziello moved to go into Executive Session at 10:14 a.m. for the purpose of discussing land acquisition.

Mr. Patterson seconded the motion and requested a roll call. The roll being called upon its adoption, the vote resulted as follows:

Mr. Fischbach	Yes
Mr. Petruziello	Yes
Mr. Patterson	Yes

The Board returned from Executive Session at 10:39 a.m. There were no items brought forward

REPORTS FROM COMMITTEES OF THE BOARD

There were no reports from Committees of the Board.

ADJOURNMENT

The meeting was adjourned at 10:40 a.m.

SUNSHINE LAW COMPLIANCE

It is declared that notification of this meeting and any business conducted therein by the Geauga Park District Board of Commissioners was in compliance with Ohio's Sunshine Laws.

Respectfully submitted,

Thomas G. Curtin, Executive Director

James F. Patterson, President