

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
June 11, 2013**

The regular meeting of the Geauga Park District Board was held on June 11, 2013 at the Donald W. Meyer Center, Chardon, Ohio. The meeting was called to order at 3:30 p.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 & Admin. Services Director  
Gloria Freno, Accountant  
Robin Pilarczyk, Human Resources Director  
Scott Wilson, Chief Ranger  
Sandy Ward, Communications Specialist  
Diane Valen, Naturalist Services Director  
Amanda Stith, Development Associate  
Aaron Young, Planning Director  
Matt McCue, Strategic Planning Director  
John Oros, Operations Director  
Eileen Smith, Administrative Services Coordinator  
Mike Barak, Secretary, Administrative Services

**Guests:**

Tom and Diane Jones, *Wind in the Woods Farm*  
John Augustine, Parkman Resident  
John A. Ralph, Judge Grendell's Office  
Nora Stanton, Ohio Horsemen's Council  
Marilyn Fisher, County Resident  
Deva Simon, Valley Vagabonds Volksmarchers  
Clare Petrich, Valley Vagabonds Volksmarchers

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

Board President James Patterson reviewed the guidelines regarding public input at Park Board meetings.

**ADOPTION OF THE AGENDA**

Mr. Petruziello moved to adopt the agenda with an amendment to table item (a.) under Unfinished Business (Bylaws-Amended, Resolution No. 19-13) to the July 8<sup>th</sup> Regular meeting.

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

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the following meetings: May 9<sup>th</sup> Special Board Meeting, May 15<sup>th</sup> Special Board Meeting and May 15<sup>th</sup> Regular Board Meeting.

Mr. Fischbach moved to accept the minutes of the May 8<sup>th</sup> Special, May 15<sup>th</sup> Special and May 15<sup>th</sup> Regular Board meetings.

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

## **INTRODUCTION OF GUESTS**

John Ralph of Judge Grendell's office and Tom and Diane Jones of Wind in the Woods Farm were recognized. Mike Barak was introduced as new member of the Geauga Park District Administrative Services Team. Mr. Curtin introduced Deva Simon and Clare Petrich of Valley Vagabonds, who were in attendance to present a Certificate of Appreciation to the Park District.

## **PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided a copy of the May 2013 Financial Statement. There were no questions.

**Geauga Park District**  
**FINANCIAL STATEMENT MONTH ENDED**  
May 31, 2013

**GENERAL FUND**

<b>BEGINNING FUND BALANCE MAY 1, 2013</b>	<b>6,216,563.81</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Personnel	341,541.90
Medicare	4,919.76
Dental /Hospitalization	45,662.14
PERS (March and April payment)	32,112.24
Vouchers (includes expense correction from March 2013 of (\$4,979))	74,693.31
<b>EXPENDITURES &amp; OTHER USES</b>	<b>498,929.35</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<u>Investment Income</u>	268.73
<u>Gifts &amp; Donations</u>	27.00
- Patrons - Amphitheater refreshment donations (\$27)	
<u>Fees</u>	
- Programs - Schools - Out-of-county	12.00
- Camping	300.00
- Shelters	160.00
- NAF Table Fees	50.00
- Utility fees	810.00
- Adventure Camp registration fees	600.00
- Space Camp registration fees	600.00
- Workshops - General - Public program	182.00
- Programs - General - Public Program	65.00
<u>Sales</u>	
- Tapper's Treasures - MC	376.66
- Tree Tops - TWW	1,761.68
<u>Other Receipts</u>	
- Observatory house - Farrar (includes \$200 security deposit)	500.00
- Foundation rental space/equipment - GPD Foundation	492.00
- Swine Creek house - Harry	400.00
- Burton Wetlands house- Kolar	400.00

- Hyde house - Rose (includes \$200 security deposit)	600.00
- Local Government Funds	11,273.08 *
- Auction Proceeds - Wood stove	175.00
- Miscellaneous Receipts	2,187.18
- PEP Insurance - Return of pool funds held by former insurance agency (\$2,104.93)	
- GPD Foundation - Reimbursement for office supplies (\$82.25)	

<b>REVENUES &amp; OTHER SOURCES</b>	<b>21,240.33</b>
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<b>ENDING FUND BALANCE AS OF MAY 31, 2013*</b>	<b>5,738,874.79</b>
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\* Balance variance from Auditor's office by Local Government double posting \$11,273.08 to be corrected in June financials

**LAND IMPROVEMENT FUND**

<b>BEGINNING FUND BALANCE MAY 1, 2013</b>	<b>2,693,939.68</b>
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**EXPENDITURES & OTHER USES**

Vouchers (includes expense correction from March 2013 of \$4,979)	341,419.79
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<b>EXPENDITURES &amp; OTHER USES</b>	<b>341,419.79</b>
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**REVENUES & OTHER SOURCES**

<i>Investment Income</i>	103.13
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<i>Royalties/In-Lieu Fees</i>	1,198.39
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- Farley, Troyer, Kuhns, Kovacs, Hehmeyer, Hart, Sunnybrook, Swine Creek, Stinchcomb

<b>REVENUES &amp; OTHER SOURCES</b>	<b>1,301.52</b>
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<b>ENDING FUND BALANCE AS OF MAY 31, 2013</b>	<b>\$ 2,353,821.41</b>
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**RETIREMENT RESERVE ACCOUNT**

<b>BEGINNING FUND BALANCE MAY 1, 2013</b>	<b>\$ 82,395.87</b>
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<b>EXPENDITURES &amp; OTHER USES</b>	<b>0.00</b>
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Vouchers	-
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<b>REVENUES &amp; OTHER SOURCES</b>	<b>3.43</b>
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<i>Investment Income</i>	3.43
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<b>ENDING FUND BALANCE AS OF MAY 31, 2013</b>	<b>\$ 82,399.30</b>
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### **VOUCHER RESOLUTION NO. 18-13**

The Board was provided with a copy of May 2013 vouchers. There were no questions.

Mr. Fischbach moved to adopt Voucher Resolution No. 20-13, a copy of which is on file in the Park District office.

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

### **COMMUNICATIONS TO THE BOARD**

There were no communications to the Board

### **OPEN TO THE PUBLIC**

Deva Simon, President and Clare Petrich, Coordinator of the Valley Vagabonds Volkssporting group introduced themselves. Ms. Simon addressed the Board advising that since 2006 the Valley Vagabonds have held year-round walks at the West Woods for members of Volkssporting. Walkers from across the United States have had the opportunity to visit The West Woods Nature Center and complete a 5 or 10k trail walk. Volksmarching is an international walking sport started in the 1960's by the Germans ('Volks' means people-sport). Ms. Simon gave more information on the sport, how to get involved and stressed it is a sport for families or individuals that provides a fun way to visit and experience different areas of the state, country or world and meet new people. Ms. Simon presented a Certificate of Appreciation to the West Woods Nature Center thanking the Center for the use of the facility since May of 2006. Mr. Patterson, Mr. Fischbach, Mr. Petruziello and all in attendance thanked Ms. Simon and Ms. Petrich for Certificate of Appreciation and information on the sport of Volksmarching.

### **UNFINISHED BUSINESS**

#### **Bylaws-Amended, Resolution No. 19-13**

By amendment of the Agenda, this item was tabled to the July 8, 2013 Regular Board Meeting.

### **PARK UPDATES**

#### **Ellerin Barns**

Park District Staff has researched the procedure for the most time and cost effective way to auction the barns. The Board will be presented with a Resolution for approval to proceed with auction for review at the July Board meeting.

#### **Farley Property Well – Parkman Twp.**

Mr. Curtin advised that he met with legal counsel to discuss the proposed fracking of a well in Parkman Twp. which is adjacent to Park owned property (Farley property). The proposed drilling unit (acreage) needs to be compared with the acreage that is on the Farley lease agreement. To accomplish this it will be necessary to have a survey to tabulate the acreage involved. The Board concurred that the survey, at a cost of \$400 - \$500, is necessary and requested that the results of the survey be forwarded to them for review upon completion.

#### **Raccoon Management – The Rookery**

Mr. Curtin reported that management efforts started on May 15<sup>th</sup> and that 15 raccoons have been removed to date. Mr. Petruziello requested a comparison of removal numbers from the 2012 efforts.

#### **Frohing Meadows Radio Tower**

The Sheriff's Department has received comments from the City of Cleveland on the tower agreement, which are being reviewed by the County Prosecutor. The comments will be forwarded the Park District upon completion of review by the Prosecutor.

Maple Highland Trail – South

Mr. Curtin advised that he has not receive the requested information from Holmes County Park District on user conflicts between horses, bicyclers and walkers utilizing the same or side-by-side trails. The issue of manure removal on the trail was discussed. Mr. Curtin advised that the Park District would contact the Village of Middlefield for information on their procedures.

**CONTRACT REVIEW**

The Board was provided with up-to-date information on all current Park District projects for review. Mr. Curtin advised that the Meyer Center HVAC improvements are scheduled to begin in the near future. Mr. Patterson asked if the Maple Highland North and South projects were on schedule. Mr. Young gave an update on the projects, advising that the rain has caused some delays. Mr. Petruziello thanked Mr. Young and Curtin for sending him the information from the Ohio Revised Codes in regard to the Restrictive Covenant requested by the Geauga Soil and Water that requires future plans to change MHT-South be submitted to them to determine if additional work was necessary to mitigate storm run- off water. Mr. Petruziello stated that the ORC specifies that an agreement is only necessary in urban sediment projects, and asked Mr. Young whether the Park District considered Middlefield an urban or rural area. Mr. Young replied that he felt that Middlefield was rural. Mr. Curtin noted that we are required to submit the plans for any trail changes to the EPA which, for our area, is through Geauga Soil and Water. Mr. Petruziello pointed out for the record that the Ohio Revised Code only requires plans are submitted for urban areas, and that even though all our other bike paths are paved, we are now required to go through Geauga Soil and Water for permission to change MHT-South to a paved route.

**NEW BUSINESS**

GPD Foundation – Lease Agreement

The Board was provided with a copy of the 2013-2014 Lease Agreement between the Geauga Park District and the Geauga Park Foundation for approval. Mr. Patterson inquired as to any changes to the Lease, and Mr. Curtin advised that the Foundation requested that the due date for their rental payments be changed from the first to the fifteenth of the month.

Mr. Petruziello moved to approve the Lease Agreement.

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

2014 Temporary Budget

The Board was provided with a copy of the 2014 Temporary Budget. A Special Board Meeting to discuss the budget and projects was scheduled for Monday, June 17<sup>th</sup> at 9:00 a.m. at the Meyer Center. Mr. Patterson requested that explanations be prepared on budget variances from the 2013 to 2014 budgets. A review of the current budget status will be done quarterly, with the next one scheduled for July.

Surplus Property

The Board was asked to approve the following as surplus property:

	Inventory No.	Description	Starting Bid
1	1869E	Olympus Stylus 300 camera (no longer working)	scrap
2	1994E	Canon Powershot A520 camera (no longer working)	scrap
3	1995E	Canon Powershot A520 camera (no longer working)	scrap

Mr. Petruziello moved to approve the above outlined property as surplus.

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

**COMMISSIONERS' TIME**

**QUESTIONS FROM THE PUBLIC**

Ms. Fisher requested clarification on the fracking discussion as she understood that there would be no fracking on Park District property. Mr. Curtin explained that any agreement with the Park District will be a non-drilling agreement, and that it would deal with a line from the main drilling pad that could possibly end under Park District property. Ms. Fisher asked for a definition of surplus property and whether land could be considered surplus property. Mr. Curtin explained surplus property is usually equipment that cannot be used anymore or that is being replaced. The Park District has declared land as surplus property. This has been done on land acquisitions that include homes by breaking off a parcel of land that contains the home/buildings and auctioning it off. This puts the house and land back in the tax base, but allows the Park District to hold and utilize the bulk of the land. Ms. Fisher also inquired if there was a possibility that ground water would be contaminated from any fracking and testing should be done during the process to insure the water is free from pollutants. Mr. Curtin stated that drillers must adhere to certain standards, which are monitored.

Mr. Petruziello asked if the rain delay on the MHT projects would affect the construction of the Observatory Park Shelter. Mr. Oros advised it would not as contractors were completing the MHT project and the Shelter is being done in-house.

**EXECUTIVE SESSION – ROLL CALL**

Mr. Fischbach moved to go into Executive Session at 4:13 p.m. for the purpose of discussing land acquisition.

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

The Board returned from Executive Session at 4:27 p.m. There were no items brought forward.

**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 for the month of April were submitted to the Executive Director and a summary sheet was forwarded to the Board prior to the meeting.

**ADJOURNMENT**

The meeting was adjourned at 4:29 p.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,

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Thomas G. Curtin, Executive Director

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James F. Patterson, President