

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
January 13, 2015**

The regular meeting of the Geauga Park District Board was held January 13, 2015 at The Meyer Center Chardon Twp., Ohio. The meeting was called to order at 3:35 p.m. Commissioners Mary Ruth Shumway and Bill Gertz were present.

Mary Ruth Shumway called the meeting to order. The Pledge of Allegiance was recited.

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Interim Director	See EXHIBIT "A"
Anna McDonald, Executive Administrative Assistant	
Matt McCue, Planning & NRM Manager	
Michele Pennell, Director of Business & Visitor Services	
Robin Pilarczyk, HR Manager	
Brett Bellas, Grounds & Facilities Manager	
David Ondrey, Legal Counsel (Thrasher Dinsmore & Dolan)	

**ELECTION OF OFFICERS – OFFICE OF PRESIDENT**

Mr. Oros called for nominations for the Office of President.

Mr. Gertz moved to nominate Mary Ruth Shumway for the Office of President

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mr. Gertz                      Yes

Mrs. Shumway              Yes

**ELECTION OF OFFICERS – OFFICE OF VICE PRESIDENT**

Mr. Oros called for nominations for the Office of Vice President.

Mrs. Shumway stated there were no nominations for Office of Vice President at this time.

**VOLUNTEER OF THE MONTH**

Mrs. Shumway introduced the December Volunteer of the Month, Sister Julie Boehnlein, stating that Sister Julie is one of the Park District's gems. The following Certificate of Appreciation was read into the record and presented to Sister Julie with thanks from the Park Board and employees of Geauga Park District.



Sister Julie expressed her thanks and stated that volunteering in the Park District gives her life meaning and a purpose - to share nature with children.

#### **ADOPTION OF THE MINUTES**

The Board was presented with minutes from December 9, 2014 Regular Meeting, December 16, 2014 Special Meeting and December 29, 2014 Special Meeting. There were no questions from the Board.

Mr. Gertz made a motion to accept the December 9, 2014, December 16, 2014 and December 29, 2014 Board meeting minutes as presented.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0.

Mrs. Shumway Yes

Mr. Gertz Yes

#### **PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with a copy of the December 2014 Financial Statement. All questions from the Board were satisfactorily answered.

#### **PURCHASE REQUISITION PRE-APPROVALS**

The Board was presented with a revised list (additional items in red) of outstanding Purchase Requisitions for pre-approval in the amount of \$99,835.80. All questions by the Board were satisfactorily answered.

Mr. Gertz made a motion to approve the purchase requisition pre-approvals, in the amount of \$99,835.80.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**PRESENTATION OF VOUCHERS**

The Board was presented with the vouchers paid during the month of December 2014 in the amount of \$464,321.18. These vouchers represent the normal day-to-day operating expenses, approved budgeted expenses and payroll. There were no questions from the Board.

Mr. Gertz made a motion to accept the December 2014 paid vouchers into the record.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**2015 BUDGET**

The Board was provided with the updated 2015 Budget. Ms. Pennell provided adjusted estimates of county real estate tax, state reimbursement of taxes and advised approval of the Budget will be requested after Mr. McCue presented information on Headwaters Park and Frohring Meadows projects.

**HEADWATERS PARK IMPROVMENTS and FROHRING MEADOWS PHASE II**

The Board was provided with detailed information on the improvement elements for both Headwaters Park and Frohring Meadows Phase II projects. Mr. McCue stated the Park District would like to advertise for bids for the construction of these projects in February.

Mr. Oros added that the playground originally intended for Frohring Meadows has been removed, with Mr. McCue adding this will remove approximately \$100,000.00 from the budget for the Frohring Meadows project. There were no questions from the Board.

Mr. Gertz made a motion to approve the Headwaters Park and Frohring Meadows projects for bid.

Mrs. Shumway seconded the motion, with the stipulation that the playground at Frohring Meadows will not be included in the project at this time, and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**2015 BUDGET- RESOLUTION NO. 5-15 (assigned after approval)**

The Board was provided with updated 2015 Budget sheets reflecting the adjustment to the Frohring Meadows project budgeted amount. Ms. Pennell requested approval of the 2015 Budget based on the following budgeted amounts:

Expense Account – General Fund:	\$6,424,814.26
Expense Account – Land Improvement:	998,012.00
Revenue Account – General Fund:	5,759,019.30
Revenue Account – Land Improvement:	73,000.00
Revenue Account – Retirement Reserve:	50.00

Mr. Gertz made a motion to approve the 2015 Budget as presented.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

#### **PARK DEVELOPMENT PROJECTS - 2014 CONSTRUCTION COST SUMMARIES**

The Board was provided with informational summaries on 2014 construction project costs to date. Mr. McCue advised there have been no changes from the report presented at the December Board Meeting.

Mrs. Shumway requested an update on the Affelder Falls Trail project. Mr. McCue advised the trail is in the design phase and will be presented to the Board upon completion.

#### **SNOWMOBILING FEASIBILITY PROPOSAL**

The Board was presented with a feasibility proposal for a snowmobile trail in the Park District. Mr. Gertz expressed his concerns in allowing snowmobiling in the Parks, advising he is not in favor of it. Mr. McCue advised he was asked, from a planning standpoint, where the best location would be for snowmobiling in the Park District. Mr. Oros confirmed that he was asked by a former commissioner to determine if it is feasible to allow snowmobiling in Park owned properties, and as such, he requested that the Planning Department put together a feasibility proposal to present to the Board.

After discussions, the Board requested that this item be tabled based on future input from county residents.

#### **APPOINTMENT OF AUXILIARY RANGER, RESOLUTION NO. 1-15**

The Board was asked to approve the appointment of Matthew Farrar, as auxiliary Ranger for the Park District, effective December 16, 2014. This is an unpaid position.

Mrs. Shumway made a motion to approve the appointment of Matthew Farrar to the unpaid position of Park Ranger, effective December 16, 2014.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

#### **CHANGE OF STATUS – AUXILIARY RANGER**

The Board was asked to make a motion, effective December 31, 2014, to rescind Resolution No. 22-12, dated June 12, 2012 which appointed Robert Urban auxiliary Ranger for the Park District. Mr. Urban has been notified that his appointment as auxiliary Ranger has been terminated.

Mrs. Shumway made a motion to rescind Resolution No. 22-12, effective December 31, 2014, terminating Mr. Urban's status as auxiliary Ranger for Geauga Park District.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**UNIFORM REIMBURSEMENT, RESOLUTION NO. 2-15**

The Board was presented for a proposal for 2015 employee uniform allowance for approval as follows:

- \$250 for full time field employees: **Proposed \$400**
- \$825 for full time Rangers, per current FOP contract: **Per negotiations - \$1000**
- \$100 for part time field employees: **Proposed \$150**
- \$200 for part time field employees if steel toed boots are required: **Proposed \$275**
- \$100 for full and part time office staff: **No increase proposed**

Mr. Gertz made a motion to approve the 2015 uniform reimbursement proposal, Resolution No. 2-15, as presented.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**VISON REIMBURSEMENT, RESOLUTION NO. 3-15**

The Board was presented with a proposal for 2015 vision reimbursement for approval as follows:

- \$200 total reimbursement benefit for each full time employee and his/her family.
- \$100 total reimbursement benefit for each part time employee and his/her family.

***\*\*Family includes spouse and IRS dependents only.***

Mr. Gertz made a motion to approve the 2015 vision reimbursement proposal, Resolution No. 3-15, as presented.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**GPD RENTAL HOUSES**

The Board was presented with information on Park-owned rental properties which included monthly rental fees paid by Park employees to rent the homes. Mr. Oros confirmed that the employees have been informed that they must pay taxes on the fair-market rental value of the property, less the amount the employee pays for this benefit (monthly rental fee). Mr. Oros stated it is a benefit to the Park District to have Park employees on property for safety reasons.

Mrs. Shumway made a motion to approve the 2015 rental house fees as presented.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2-0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**APPOINTMENT OF LEGAL COUNSEL, RESOLUTION NO. 4-15**

The Board requested that Resolution No. 4-15 be held for discussion in Executive Session.

**OBSERVATORY PARK MAP**

The Board was provided with an up-to-date map of Observatory Park showing the new trails and shelter. The selected names for the new trails and shelter were presented to the Board:

LOOP TRAIL:	Woodland Loop Trail
CONNECTOR TRAIL:	Nassau Connector Trail
SHELTER:	Cygnus Shelter

Mr. Oros shared the definition of Cyngus (named for a summer constellation) provided by Chris Mentrek, Geauga Park District Naturalist. Mrs. Shumway requested that signage be provided at Cyngus Shelter with the information on the constellation for educational purposes. Mr. Gertz and Mrs. Shumway confirmed their approval of the name choices.

**SURPLUS PROPERTY**

The Board was asked to approve the following as Surplus Property. All questions by the Board were satisfactorily answered.

	<b>Inventory No.</b>	<b>Description</b>	<b>Starting Bid</b>
1	-	APC Back-UPS XS 1000 (Item is defective)	Scrap
2	Multiple	Motorola GTX mobile radios w/microphones	\$50.00 (Sold as lot)
3	Multiple	Motorola GTX mobile radios w/microphones, Motorola Max Trac radio w/microphone	\$50.00 (Sold as lot)
4	Multiple	Motorola MTX 850, 8250, 785 walkie-talkie radios	\$50.00 (Sold as lot)
5	Multiple	Motorola MTX 850, 8250, 785 walkie-talkie radios, charger, radio brackets, misc walkie-talkie radios, AC/DC converter	\$50.00 (Sold as lot)
6	-	Light bars	\$200.00 (Sold as lot)
7	-	Siren boxes	\$50.00 (Sold as lot)
8	-	Spotlight, red/blue lights	\$20.00 (Sold as lot)
9	-	Interior divider/screens, chargers/car speakers, misc interior parts	\$20.00 (Sold as lot)

Mrs. Shumway made a motion to approve the items declared surplus as presented.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

**COMMISSIONER’S TIME**

Mr. Oros requested Mr. Frenchie provide an update on the Geauga Park District Foundation. Mr. Frenchie advised that as of January 1, 2015 he retired as President of the Foundation, adding that it was

a great experience and that the Geauga Park District Foundation is comprised of a dedicated group of trustees who are engaged and passionate about nature, parks and education. The new officers for 2015 are Dave Chew-President, Trevor Wilson – Vice President, Rebecca Sterrett – Treasurer and Jeff Hyde – Secretary. Mr. Frenchie added that the Foundation exceeded its goal of \$775,000.00 for the Nassau Observatory campaign, hosted the Twilight Soiree fundraising event raising over \$31,000, which accomplishments speak well of the hard-working people associated with the Foundation.

Mr. Oros thanked Mr. Frenchie for his service, mentorship and the work he performed as partner to the Park District.

Mr. Oros advised that the Park District reciprocates with the IRS for personal mileage reimbursement, and that the 2015 rate is \$.575 per mile, which procedure is documented in the Park District personnel manual.

Mr. Oros informed that the Park District is part of the Ohio Plan Risk Management Group for insurance. The organization regularly tours the Parks to look for areas in which the Park District may be at risk. Brett Bellas accompanied Travis Thompson from Risk Management for a tour of our Parks. The result was a letter stating how impressed Mr. Thompson was with regard to the maintenance and cleanliness of our parks with and that there were no recommendations for improvement at this time. Such a recommendation means the Park District is at low risk for insurance claims, and possible lower rates. Mr. Bellas was commended for the work he and the operations department staff does on an ongoing basis.

Mr. Oros relayed information provided by Ranger Sgt. Allan Frantz commending Ranger Ed Hunziker for assistance he provided to the Sheriff's Department in identifying, detaining, calming and securing help for a potentially suicidal individual, which assistance resulted in a positive outcome.

Mr. Oros stated Facebook total reach in September was 19,000, and in December the Park District reached 87,000 adding Sandy Ward and the communication department did a great job.

Mrs. Shumway advised that the improvements to the Nassau Observatory will include flush toilets, elevators, and an option to add an additional room to the facility. Information from the survey will help determine if the public is in favor of construction of the additional room that would be used for educational purposes. The playground at Frohring Meadows was removed by the Board from the construction plans because it did not meet a broad enough age-group spectrum and information from the survey will also be used to determine if the public wants a playground at this facility.

Mrs. Shumway requested that Ms. Pennell give information on Frozen Fest to be held at The West Woods on February 1<sup>st</sup>. Ms. Pennell advised this is a new event this year, spearheaded by Teresa Runion and Holly Sauder. Some of the events/displays will include an art show, 'Return to the Ice Age' exhibit, Snowsnakes, snowball shooting gallery, photo booth with winter props, snowshoeing, ice sculptures, guest appearances by 'ice princesses' and more. Ms. Pennell added that this event is being highly publicized via the Park District's social media outlets

**OPEN TO THE PUBLIC** - below are comment summaries:

**Helen Green**, of Troy Township, addressed the Board from the podium. Ms. Green advised she did a survey on Geauga County organization meetings in Geauga County (info was secured from *The Geauga*

*Maple Leaf and Good News*) and determined that most meetings start between 6:00 p.m. and 7:30 p.m. She added that per the Bureau of Labor Statistics 84% of the U.S. work force works between 7:00 a.m. and 7:00 p.m. Ms. Hunt respectfully requested that the Board reconsider and schedule some of the Board meetings in the evening.

Mrs. Shumway inquired if the Geauga Park District e-mail address was included in the Newsletter so that comments could be submitted to the Park District. Mrs. Shumway requested that [info@geaugaparkdistrict.org](mailto:info@geaugaparkdistrict.org) be included in the Newsletter, and that comments received be forwarded to her attention.

**Shelly Cherin**, of Russell Township addressed the Board from the podium. Ms. Cherin requested that per Ohio Revised Code 121.22(F) the Board enact a rule that governs the way notice of board meetings is given to the public and should include a method to inform of the reason for Special board meetings. Ms. Cherin also stated that if the board took this step to insure the public knows of dates, times and locations of meetings it would be an opportunity to build trust with the public. She added that an open forum for the public with the Board, without time restraints, would be welcome.

Mrs. Shumway confirmed that the previous Special Board meetings were announced correctly. Mrs. Shumway asked David Ondrey, Park District legal counsel, if the Park District was meeting the requirements in regard to the Open Meeting laws. Mr. Ondrey stated that to the best of his knowledge the Park District does follow the rules correctly. He added that he would determine if the Park District has a written rule for establishment of meetings.

**Diane Jones**, Wind-in-the-Woods Farm, addressed the Board from the podium. Mrs. Jones stated that she and her husband Tom have attended Park Board meetings for many years. They tape the Board meeting sessions and post on their website for the public that does not have the ability to attend the meetings, and in the past, they encountered some concerns from others in attendance at past Board meetings regarding their right to tape the meetings. She added that for many years the Board meetings have been the second Tuesday of the month at 3:30 p.m. in the afternoon. Mrs. Jones is grateful to this Board for the openness that she and her husband are receiving, and did not always experience with previous Boards.

**Larry Veasey**, of Parkman, addressed the Board from the podium. Mr. Veasey inquired as to how Geauga County residents would receive the survey. Mr. McCue explained that it will be an 11 minute on-line survey that will be available on the Park District website that will be announced in the special mailer that is sent to every household in Geauga County. He added that hard copies of the survey will be available to individuals who do not have access or prefer to not take an on-line survey (locations of hard-copy surveys to be determined). The survey will also be announced in local publications such as the *Gauga Maple Leaf and Good News*. Mr. McCue added the goal is to present the survey during the 1<sup>st</sup> quarter of this year, and the survey is just one piece of the Strategic Planning process.

Mr. Veasey inquired if the Park District is having conversations with the Village of Middlefield in regard to Maple Highland Trail South to discuss the possibility of converting the new portion of the trail to a dual path (part paved) that would better accommodate both bicycles and Amish buggies. Mr. Oros informed that he met with the Middlefield Village and advised that the Village owns 64% of the trail from Rte. 608 to Bridge Road, and the Park District cannot spend money to pave areas not owned by them. There have been discussions regarding the transfer of land to the Park District, but there are other factors to consider such as engineering, construction and paving costs.



Mr. Veasey added that he lives on Old State Road and from Rt. 528 to Rt. 88 it is hilly, curvy and has lots of blind spots all of which contribute to bad buggy accidents. He is requesting that the Park District consider a project to extend the Maple Highlands Trail to Reeves Road that could be used by the Amish. Mrs. Shumway requested the Planning Department provide information on the location suggested by Mr. Veasey.

**Esther Laczko**, of Chardon Township, addressed the Board from the podium. Mrs. Laczko informed she and her husband have lived across from Big Creek Park for over 40 years, and it is very precious to them. She added that over the years they have been invited to many meetings with the Park District, and during the past couple of years there have been many changes in leadership and the Park Board. Mrs. Laczko stated that many of the changes are for the best and that the public should have patience, work with the Board, wait and see what the survey says the public wants as the Parks are paid for by the tax payers. She added that the Park programs and staff are excellent and it is important to continue with them and involve our young people.

**Kathryn Hanratty**, Chardon Twp., addressed the Board from the podium. Mrs. Hanratty presented the Board with an invitation to Protect Geauga Parks "Conservation Conversation" featuring Tim Barber of Environ International who will discuss the Valuation of Conservation. The event is being held at 2:00 p.m. on January 25, 2014 at Orchard Hills Center, 11414 Caves Road, Chesterland Ohio.

**Kathy Flora**, Thompson Twp., addressed the Board from the podium. Ms. Flora stated that many political surveys she has taken are worded in ways that reinforce the answers the politicians are looking for and asked if the Park District Survey will have a place to say 'answers do not apply' and to present the reasons why the individual taking the survey does not agree with the choice of answers. There were discussions on question and answer formatting the Park District is considering for the survey, the types of questions that may be asked and the overall purpose of the Survey in regards to assisting the Strategic Planning process. Mr. McCue added that the Park District is trying to get input from as many county residents as possible to help in formulation of a plan for the Park District for the next 10 years. There will be a section on the survey for the residents to add comments.

**John Augustine**, Parkman Twp., addressed the Board from the podium. Mr. Augustine stated that it is troubling to him that there multiple ways to answer the survey, and individuals might be able to submit the survey multiple times. He feels that a valid way to see if there is change from what residents want since the last survey, a valid way would be to send the same survey used in 2008 and compare the answers. Mr. McCue stated that he discussed this with the consultant assisting with the survey (same company as assisted with the survey in 2008); the conclusion was that more accurate responses would be received if the questions were specific to 2014. Mr. Augustine questioned as to why there were no Park Biologists or Naturalists in attendance at the Board meetings, so they could address questions and provide input if necessary. Mr. McCue stated that Paul Pira our Park Biologist is involved daily on Park District projects. Mr. Augustine thanked the Board for their input regarding their opinion on snowmobiling in the Park District.

**Kimberly Laurie – Mrs. Shumway invited Kimberly Laurie to address the Board and Group**

Ms. Laurie introduced herself as the new Court Liaison for the Probate and Juvenile Courts, and extended the following invitation to the public on behalf Judge Grendell:

*"Since I want to hear the views of Geauga County residents about our great Geauga County Parks, I am using this opportunity to invite Geauga County residents to meet individually with me at the Probate Court on Saturday, February 7, 2015 between 8:00 a.m. until noon, to discuss their views and thoughts about our great County Parks. The Geauga County Probate Court is located on the second floor of the Courthouse Annex Building, 231 Main Street, Chardon, OH. Individuals can call Cheryl Koncler at the Court 440-279-1840 to reserve a time."*

Ms. Laurie concluded by adding that the Judge will provide coffee and donuts.

Mrs. Shumway requested this information be posted on the Park District website.

**Ed Buckles**, Troy Township, addressed the Board from the podium. Mr. Buckles thanked the Board for holding off on a decision regarding snowmobiling in Geauga Parks, stating that studies show park property increases near-by property values unless there is ATV or snowmobile usage in the park property. Mr. Buckles asked if the Judge is doing his own survey, why does the Park District need to spend money on Triad? Mr. Buckles stated that he was personally asked to visit with the Judge and, on advice of counsel, chose not to accept that invitation.

#### **EXECUTIVE SESSION**

Mrs. Shumway made a motion to enter Executive Session to discuss personnel.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

The Board entered Executive Session at 5:05 p.m.

The Board came out of Executive Session at 5:30 p.m. The following item was brought forward.

Mrs. Shumway made a motion to approve Resolution No. 4-15 to reappoint David Ondrey of Thrasher Dinsmore and Dolan as legal counsel to the Park District for 2015, at a rate of \$200.00 per hour.

Mr. Gertz seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

Mr. Gertz made a motion to adjourn the meeting.

Mrs. Shumway seconded the motion and after roll-call voice vote, the motion was approved 2 – 0:

Mrs. Shumway	Yes
Mr. Gertz	Yes

The meeting was adjourned at 5:32 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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John Oros, Interim Director

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Mary Ruth Shumway, President

Exhibit "A"

**GEAUGA PARK DISTRICT**  
 Board of Park Commissioners  
 The Meyer Center  
 January 13, 2015 – Regular

Name	Organization/Company
KATHY FLORA	THOMPSON
Robert De	Staff
Jon Geco	OHC
Mona Stanton	OHC
Esther Raczko	Neighbor
Shelley Chernin	Russell
Kathy Schaefer	Clairdon
Gayle Wohlken	Burton
Phil	Middleburg
KATHY HANMATTY	Chardon
James A. Wohlken	Burton
<del>Richard Trendue</del>	Auburn
Kellen R. Meles	Troy, Towns dip
Sandy Buckle	Troy
Ed Buckle	Troy
Fran Trevera	Middlefield
BARB PRENATOR	Munson
DAN PARTIN	Munson
Trish, Ron Kinsch	Munson
Catherine Robert Whitliffe	Munson
Stan Piely	Waynes
Jan Flitch	Chardon

**GEAUGA PARK DISTRICT**  
 Board of Park Commissioners  
 The Meyer Center  
 January 13, 2015 – Regular

Name	Organization/Company
Jo Felton	
Mark Eckman	
FRAN CVERNA	
Kim Laurie	Juvenile/Probate Court
Dilhi Mayo	
Betsey Luce	Chagrin Falls
Marie Sullivan	Russell Twp.
Mr + Mrs Jones	Wind in Woods