

**GEAUGA PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
March 14, 2017**

The regular meeting of the Geauga Park District Board was held March 14, 2017 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 9:01 a.m. Commissioners Jackie Dottore, Len Barker and Andrej Lah were present.

Jackie Dottore called the meeting to order. The Pledge of Allegiance was recited.

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Executive Director	See EXHIBIT "A" attached
Sheryl Hatridge, Administrative Services Manager	
Matt McCue, Director of Planning & Operations	
Stephanie Zigman, HR Manager	
Gloria Freno, Finance Manager	
Dennis Sloan, Lt. Ranger	

John Oros called roll.

**APPROVAL OF THE AGENDA**

John Oros requested a motion to approve the agenda.

Mr. Lah made a motion to approve the agenda. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the February 16, 2017 Regular Board meeting.

Mrs. Dottore made a motion to approve the February 16, 2017 Board Meeting minutes.

Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0.

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with a copy of the February 2017 Financial Statement. Commissioner Lah inquired about contract services, Mr. Oros stated contract services are detailed in the vouchers. Mrs. Dottore requested the 5 year projection in the next few months, Mr. Oros replied he would provide this to the board next month.

**PRESENTATION OF VOUCHERS**

The Board was presented with vouchers paid during the month of February 2017. These vouchers represented the normal day-to-day operating expenses, approved budgeted expenses and payroll.

Mrs. Dottore inquired about more information on the Yanmar Track Machine. Mr. Oros replied that it is a piece of equipment that is used to install trails by the in-house construction crew. Mrs. Dottore made a motion to accept the February 2017 paid vouchers into the record as presented.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

**NEW BUSINESS**

**HYDE KAPLAN PROPERTY IMPROVEMENTS – BID AWARD**

John Oros presented information regarding the Hyde Kaplan Property Improvement Project. The apparent low bidder was Cavanaugh Building Corporation with a base bid of \$1,589,000.00 which is within the budgeted amount of \$1,600,000.00. Mr. Oros said the Planning department recommended that the following items be non-performed from the bid; timber stairs, pier, bike rack, additional barnstone, and sandstone benches for a total deduction of (\$92,700.00) and that item 6 for an enclosed shelter masonry fireplace be accepted for an additional \$4,000.00. The items that would be non-performed would allow for a contingency of 6.2% for any unforeseen conditions/change orders that may arise during construction. Mr. Oros said the eliminated items could be installed by the operations staff in the future at a reduced cost.

Mrs. Dottore asked Mr. McCue about bio-retention and he responded that the barnstone is used for storm water management in the retention areas and the non-performed bid item is just to extend the weir visually for aesthetics. Mr. Lah stated he noticed a significant difference between the low bid and the next three bids, and wondered if there was a problem. Mr. McCue explained the biggest difference they found was in the shelter costs.

Mrs. Dottore made a motion to award the bid for the Hyde-Kaplan improvement project to Cavanaugh Building Corporation for \$1,500,300.00. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

**MAPLE HIGHLANDS TRAIL SOUTH – BID AWARD**

Mr. Oros updated the board on the Maple Highlands Trail South bid award recommendation. He stated eight bids were received and Chagrin Valley Paving was the apparent low bidder with a base bid of \$1,039,937.15. Mrs. Dottore asked about the alternate items. Mr. McCue explained that the alternate item and price is for asphalt with a higher content binder, harder asphalt, and he is not recommending using the alternate item. Mr. Lah asked about whether some vendors just enter a bid since their bid was so high, Mr. McCue responded that there is a requirement that 51% of the work be self-performed by the general contractor. Mr. Lah inquired if a chip seal approach has been looked into for trails, and Mr. McCue replied that for the bike trail a smoother finish is used and also to maintain consistency with the rest of the bike trail. Mr. Oros explained that the park brings items to the board multiple times in the course of each project. Mrs. Dottore made a motion to award the bid for the Maple Highlands Trail South project to Chagrin Valley Paving for \$1,039,937.15. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

**ROCK WALL REQUEST FOR QUALIFICATIONS**

Mr. Oros presented the outdoor climbing rock wall and the request for qualifications, 3 were received. He proposed to enter into negotiations with Entre-Prises not to exceed the approved \$110,000.00 2017 budgeted amount. Mr. McCue said the wall itself uses a fiberglass concrete material, as opposed to other companies using concrete over plywood which not as natural looking. He stated this is a 12 foot height with a more natural look and feel. Mrs. Dottore asked about Nicros being so close in price, Mr. McCue explained if an agreement was not reached with Entre-Prises they would move to negotiations with the next company. Mr. Barker asked what kind of base would surround the wall, and Mr. McCue responded it would be a mulch base. Mr. Lah asked if a ropes course were to be done would it be fee based or park provided. Mr. Oros replied it would be park provided.

Mrs. Dottore made a motion to begin negotiation with Entre-Prises. Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah            Yes

Mrs. Dottore Yes  
Mr. Barker Yes

**REQUEST OF FUNDS FROM ODOT – RESOLUTION No. 4-17**

John Oros requested a motion to request funds from ODOT for 2018-2019 road and parking lot improvements.

Mrs. Dottore made a motion to approve the request for a resolution required by the Ohio Department of Transportation for the Park Road Improvement Allocation for 2018-2019, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah Yes  
Mrs. Dottore Yes  
Mr. Barker Yes

**AUTHORIZATION FOR LOCAL BUILDING DEPARTMENT INSPECTION – RESOLUTION No. 5-17**

Mr. Oros requested a motion granting the District authorization to utilize the local Geauga County building department to conduct activities relative to the State of Ohio Building Standards.

Mr. Lah made a motion to approve the request to utilize the Geauga County building department, Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah Yes  
Mrs. Dottore Yes  
Mr. Barker Yes

**SURPLUS PROPERTY**

Mr. Oros explained that a vendor has offered a \$500.00 trade in for a 2005 Moritz Model #2720 20 ft. trailer.

Mrs. Dottore made a motion to approve the surplus property request, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Lah Yes  
Mrs. Dottore Yes  
Mr. Barker Yes

**COMMISSIONER’S TIME**

Mr. Lah thanked the Park Rangers for an informative meeting and tour of the facility as well as for what they do. He spoke about possibly developing a program with young adults teaching gun safety, where the rangers can connect with teenagers to develop respect and learn to handle guns correctly. Mr. Lah suggested making the program fun, using targets to shoot at and opening up the shooting range for patron usage which is currently used by the ranger department and occasionally other law enforcement. Lt. Sloan discussed the Explorers group and rangers currently participating in the hunter safety program, He suggested a hunter safety course and perhaps an additional firearm safety class. Mr. Barker suggested starting with elementary schools for gun safety programs. Mr. Lah said it would be a worthwhile program to promote safety and develop a respectful relationship with law enforcement.

Mrs. Dottore suggested alternating the voting order for future board meetings. She asked if the letterhead was updated. She was notified it has been updated.

Mr. Oros stated Saps-a-Risin held on Sunday March 5, 2017 had 952 in attendance and may be a record, while Sunday March 12, 2017 had 579 in attendance. He said the event was well promoted. Mr. Oros announced the volunteer brunch will be Saturday, April 22, 2017 at Patterson Event Center and extended

an invitation to the Commissioners. Mr. Oros informed the board of current park promotions including TV, radio, and direct mail to interest people to get people accessible to parks.  
Mrs. Partington suggested having a public awareness program on insurance liability pertaining to the rock wall.

**EXECUTIVE SESSION**

John Oros requested a motion to move into executive session to discuss pending court action.  
Mrs. Dottore made a motion to enter Executive Session to discuss pending court action.  
Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

The Board entered Executive Session at 9:49 a.m.

The Board came out of Executive Session at 10:31 a.m.

**ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next board meeting will be scheduled for Monday, April 10, 2017 at 9:00 a.m., at the Meyer Center.

Mrs. Dottore made a motion to adjourn the meeting.

Mr. Barker seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Lah            Yes  
Mrs. Dottore    Yes  
Mr. Barker        Yes

The meeting was adjourned at 10:32 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,

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John Oros, Executive Director

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Jackie Dottore, President