

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
January 14, 2020**

The regular meeting of the Geauga Park District Board was held January 14, 2020 at the Meyer Center at Big Creek Park, Chardon, OH. The meeting was called to order at 8:30 a.m. Commissioners Howard Bates, Jackie Dottore, and Pat Preston were present.

Mr. Oros called the meeting to order. The Pledge of Allegiance was recited.

Mr. Oros introduced new park board member, Mr. Pat Preston from Newbury, OH. Mr. Preston said it is his pleasure to serve on the board and he hopes to contribute in a positive way.

Park District Employees	GUESTS
John Oros, Executive Director	See EXHIBIT "A" attached
Matt McCue, Director of Planning & Operations	
Gloria Freno, Finance Manager	
Dennis Sloan, Lt. Ranger	
John Kolar, Chief Naturalist	
Christine Ward, HR Coordinator	
Sheryl Hatridge, Administrative Services Manager	
Todd Hicks, Legal Counsel (Thrasher, Dinsmore & Dolan)	

John Oros called the roll.

APPROVAL OF THE AGENDA

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

ELECTION OF OFFICERS

Mr. Oros called for nominations for the election of Officers.

Mrs. Dottore made a motion to nominate Mr. Bates for the Office of President.

Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mrs. Dottore	Yes
Mr. Preston	Yes

Mr. Bates made a motion to nominate Jackie Dottore for the Office of Vice-President.

Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes

Mrs. Dottore made a motion to appoint Sheryl Hatridge as secretary to the Park Board.

Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the December 10, 2019 Regular Board meeting.

Mrs. Dottore made a motion to approve the December 10, 2019 Board Meeting minutes.

Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the December 2019 Financial Statement.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
31-Dec-19

GENERAL FUND

BEGINNING FUND BALANCE DECEMBER 1, 2019		5,073,528.97
PERSONNEL EXPENDITURES		
Salaries	205,969.74	
Medicare	3,034.64	
Hospitalization Stipend - \$4,176.00	4,176.00	
Hospitalization December 2019	55,485.00	
OPERS November 2019	43,486.72	
VOUCHERS		\$312,152.10
- Contract Services	42,807.64	
- Supplies	27,588.53	
- Materials	4,140.22	
- Equipment	4,362.21	
- Other	1,576.00	
- Travel	50.74	
- Advertising	4,132.08	\$84,657.42
- Re-issue void News Herald check	184.15	
EXPENDITURES & OTHER USES		\$396,993.67
REVENUES & OTHER SOURCES		
<i>Interest - December</i>	8,378.95	
<u>General Tax Collections</u>		
- Local Government Funds	8,206.54	
<u>Gifts & Donations</u>		
- Bird Box - \$1.00	1.00	
- Christopher Reeder - \$375.00 engraved paver in memory of George L. Reeder	375.00	
- John & Sarah Carley - \$20.00 - unrestricted	20.00	
- Geauga Walkers - \$100.00 unrestricted donation	100.00	
- Cleveland Fdn. - Quarterly donation from Lewis & Ruth Affelder Fund - \$470.75	470.75	
<u>Fees</u>		
- Camping	160.00	
- Facilities	2,585.00	
- Utilities	640.00	
- Workshops - \$26.00, Out of County - \$4.00	30.00	
- Vendor Fees - Holly Days - \$60.00, Mistletoe Mkt - \$20.00	80.00	
- Snowshoe Rental - \$9.54	9.54	

Sales - TWW - \$2,774.77, MC- \$55.20 2,829.97

Other Revenue Receipts

- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00 700.00
- C.Jones - \$88.00 surplus computers/mice/keyboards 88.00
- Recycling proceeds for scrap steel - \$117.19 - West Ops, \$347.00 - Construction 464.19
- Cobra Pipeline Co. - annual lease \$250.00 250.00
- FTC Court ordered refund from Janitorial Supply Corp 75.68
- Void warrant - News Herald lost check 184.15

REVENUES & OTHER SOURCES \$25,648.77

ENDING FUND BALANCE AS OF DECEMBER 31, 2019 4,702,184.07

LAND IMPROVEMENT FUND

BEGINNING FUND BALANCE DECEMBER 1, 2019 946,363.69

EXPENDITURES & OTHER USES

Vouchers

- Professional Services 500.00
- Contract Services 113,191.90
- Land Acquisition

EXPENDITURES & OTHER USES \$113,691.90

REVENUES & OTHER SOURCES

Interest -December 1,586.60
- Other - Royalties/In-Lieu Fees
- Abela - Farley - \$176.14, Ford - Windsor - \$68.54 244.68

REVENUES & OTHER SOURCES \$1,831.28

ENDING FUND BALANCE AS OF NDECEMBER 31, 2019 834,503.07

RETIREMENT RESERVE ACCOUNT

BEGINNING FUND BALANCE DECEMBER 1, 2019 58,714.36

REVENUES & OTHER SOURCES

Interest -December 92.93

REVENUES & OTHER SOURCES 92.93

ENDING FUND BALANCE AS OF DECEMBER 31, 2019 58,807.29

PARK CAPITAL RESERVE ACCOUNT

BEGINNING FUND BALANCE DECEMBER 1, 2019 478,628.64

EXPENDITURES & OTHER USES

Vouchers

EXPENDITURES & OTHER USES		\$0.00
REVENUES & OTHER SOURCES		
<i>Interest - December</i>	757.56	
REVENUES & OTHER SOURCES		\$757.56
ENDING FUND BALANCE AS OF DECEMBER 31, 2019		479,386.20
<u>K-9 FUND</u>		
BEGINNING FUND BALANCE DECEMBER 1, 2019		1,930.85
REVENUES & OTHER SOURCES		
<i>Donations</i>		
REVENUES & OTHER SOURCES		\$0.00
EXPENDITURES & OTHER USES		
Vouchers	396.35	
EXPENDITURES & OTHER USES		\$396.35
ENDING FUND BALANCE AS OF DECEMBER 31, 2019		1,534.50

PRESENTATION OF VOUCHERS

Mr. Bates made a motion to approve the December 2019 paid vouchers. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 2-1 abstained:

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Abstained

NEW BUSINESS

SUNNYBROOK PRESERVE – DESIGN/BUILD SERVICE BID AWARD

Mr. Oros presented a streambank stabilization and riparian reforestation project design/build services award recommendation to the board to contract with River Reach Construction for \$191,500.00. Mrs. Dottore asked how the weighted score was applied. Mr. McCue replied the differences were scored based on how their approach aligns with the parks and the grant’s goals for the project, experience relative to specific projects similar to this this type of restoration work, and how they proposed to approach this project. Mr. Oros also mentioned the park has a membership with, and a great collaboration relationship with Chagrin River Watershed Partners, and with their experience with this type of restoration, they helped with scoring the bids as well.

Mrs. Dottore made a motion to accept the award recommendation to contract with River Reach Construction, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Preston	Yes
Mr. Bates	Yes

RESOLUTION NO. 1-20 – THEN & NOW ENCUMBRANCE

Mr. Oros presented a request to approve a then & now encumbrance for Windstream invoices from 2018 that were never received. Mrs. Dottore asked how this happened. Mrs. Freno responded that Windstream did not designate bills to be mailed or emailed so they were never sent.

Mrs. Dottore made a motion to approve the then & now encumbrance, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Bates	Yes
Mr. Preston	Yes
Mrs. Dottore	Yes

RESOLUTION NO. 2-20 – BUDGET AMENDMENT #1

Mr. Oros presented a request to approve an appropriation transfer for the non-departmental worker’s comp account to individual department accounts. Mr. Dottore asked if this has been done before. Mrs. Freno explained that we now use New World software through the Auditor’s office, and in previous years we had a credit, but this year we are not able to confirm we will receive a credit.

Mrs. Dottore made a motion to approve an appropriation transfer for the non-departmental worker’s comp account to individual department accounts, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

SURPLUS PROPERTY

Mr. Oros presented a request for surplus property for items to be scrapped, traded in and sent to auction.

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

COMMISSIONER’S TIME

Mr. Oros informed the board that the Russell Park District approved the Modroo capital improvement plan at their January meeting and the park will begin working on this project with the Western Reserve Land Conservancy.

Mr. Oros presented total acreage results requested by Mrs. Dottore at the December meeting. He said there are 8,265 acres of 10,000 acres that are open as parks in some way, and there are 2,393 that are not currently accessible. Mrs. Dottore requested actual percentage of accessibility, she mentioned it was at 7 or 8% when she first started. She looked at the list of properties and said the West Woods Land Lab could easily be accessible and asked if there is anywhere we could put in a 3 or 4 car parking lot since people are going in there every day of the week. Mrs. Dottore questioned if there is anything we could look at in a 5 year plan, where there may be opportunities that may be minimal expense and could offer different recreational activities. Mr. Oros responded the park would take a look at these items and we will have Mr. Pira revisit the areas that are accessible. Mrs. Dottore said another column on the list of properties with more information for each property would be helpful so she can understand why the properties may or may not be accessible.

Mr. Oros shared that Frozen Fest is this coming Sunday at the West Woods.

EXECUTIVE SESSION

Mr. Oros requested a motion to enter into executive session to discuss compensation and employment of a public employee. Mrs. Dottore made a motion to enter into executive session to discuss compensation and employment of a public employee. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Bates	Yes
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Mr. Preston	Yes
Mrs. Dottore	Yes

The board entered Executive Session at 8:49 a.m. The Board came out of Executive Session at 9:45 a.m.

Mrs. Dottore brought forward a motion to approve wage adjustments as presented by the executive director and human resources coordinator, with the adjustments retroactive to the first pay period of 2020 as defined by the Geauga County payroll division of the Geauga County Auditor's office. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Preston	Yes
Mr. Bates	Yes
Mrs. Dottore	Yes

The next board meeting will February 11, 2020 at 8:30 a.m. at the Meyer Center. Mrs. Dottore requested meetings be held out in the parks thereafter.

ADJOURNMENT

Mr. Bates made a motion to adjourn the meeting.

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

Mr. Preston	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

The meeting was adjourned at 9:47 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,

John Oros, Executive Director

Howard Bates, President