

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
February 8, 2021**

The regular meeting of the Geauga Park District Board was held February 8, 2021 via Zoom web video/audio meeting. The meeting was called to order at 8:33 a.m. Commissioners Howard Bates, Dennis Ibold, Pat Preston, Mario Innocenzi, and Bill Dieterle were present on the call.

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

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

APPROVAL OF THE AGENDA

Mr. Preston made a motion to approve the agenda. Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Preston	Yes

PRESENTATION OF FINANCIAL STATEMENT

The Board was provided the January 2021 Financial Statement. Mr. Oros pointed out revenue from 2021 facility reservations, and real estate refunds from tax exemptions for Holbrook Hollows and Veterans Legacy Woods.

Geauga Park District
FINANCIAL STATEMENT MONTH ENDED
31-Jan-21
GENERAL FUND

BEGINNING FUND BALANCE JANUARY 1, 2021		5,420,179.65
PERSONNEL EXPENDITURES		
Salaries	\$207,253.64	
Medicare	\$2,941.63	
Hospitalization January premium - will post in February		
OPERS December 2020	\$29,042.45	\$239,237.72
VOUCHERS		
- Contract Services	\$58,685.86	
- Supplies	\$15,724.93	
- Materials	\$3,424.46	
- Equipment	\$5,085.15	
- Other	\$873.39	
- Travel	\$0.00	
- Advertising	\$1,773.00	\$85,566.79

EXPENDITURES & OTHER USES		\$324,804.51
REVENUES & OTHER SOURCES		
<i>Interest - January - 2021</i>	\$636.69	
<u>General Tax Collections</u>		
- Local Government Funds	\$8,893.51	
<u>Gifts & Donations</u>		
	\$0.00	
<u>Fees</u>		
- Camping	\$3,275.00	
- Facilities / Utilities	\$23,311.00	
- Programs / Workshops	\$1,014.00	
- Snowshoe Rental - \$91.64	\$91.64	
<u>Sales - TWW - \$1,047.80, MC - \$222.84</u>	\$1,270.64	
<u>Other Revenue Receipts</u>		
- Observatory House Rent - Sindelar	\$325.00	
- Chickagami House Rent - Kolar	\$425.00	
- Recycling proceeds - 55.98	\$55.98	
- James Marsic Agricultural lease	\$428.00	
- Cleveland Fdn. - Lewis & Ruth Affelder Fund Grant - Quarterly	\$486.50	
- Real Estate Refund from County Auditor for Holbrook & Veterans parcels	\$21,591.10	
REVENUES & OTHER SOURCES		\$61,804.06
ENDING FUND BALANCE AS OF JANUARY 31, 2021		5,157,179.20
<u>LAND IMPROVEMENT FUND</u>		
BEGINNING FUND BALANCE JANUARY 1, 2021		1,996,353.18
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services	\$28,668.27	
- Project Contracts	\$65,216.32	
EXPENDITURES & OTHER USES		93,884.59
REVENUES & OTHER SOURCES		
<u>- Interest - January 2021</u>	\$223.71	
<u>- Other - Royalties/In-Lieu Fees</u>		
- Sunnybrook - Kapel - \$128.23, Swine Creek - Hart - \$12.04	\$140.27	
REVENUES & OTHER SOURCES		\$363.98
ENDING FUND BALANCE AS OF JANUARY 31, 2021		1,902,832.57
<u>RETIREMENT RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE JANUARY 1, 2021		74,492.45
REVENUES & OTHER SOURCES		
<u>Interest - January 2021</u>	\$8.34	

REVENUES & OTHER SOURCES		\$8.34
ENDING FUND BALANCE AS OF JANUARY 31, 2021		74,500.79
<u>PARK CAPITAL RESERVE ACCOUNT</u>		
BEGINNING FUND BALANCE JANUARY 1, 2021		483,885.27
EXPENDITURES & OTHER USES		
Vouchers		
- Contract Services		
EXPENDITURES & OTHER USES		\$0.00
REVENUES & OTHER SOURCES		
<i>Interest - January 2021</i>	\$54.17	
REVENUES & OTHER SOURCES		54.17
ENDING FUND BALANCE AS OF JANUARY 31, 2021		483,939.44
<u>K-9 FUND</u>		
BEGINNING FUND BALANCE JANUARY 1, 2021		192.55
REVENUES & OTHER SOURCES		
<i>Donations</i>	\$0.00	
REVENUES & OTHER SOURCES		\$0.00
EXPENDITURES & OTHER USES		
Vouchers		
- Other K-9 Expenses	\$0.00	
EXPENDITURES & OTHER USES		\$0.00
ENDING FUND BALANCE AS OF JANUARY 31, 2021		192.55

PRESENTATION OF VOUCHERS

Mr. Oros presented January 2021 paid vouchers. Mr. Dieterle pointed out that several items were listed under an incorrect heading. Mrs. Freno explained she would move them to the correct headings and the corrections would be reflected in the minutes. Mr. Oros explained that credit card purchases are listed as Geauga Credit Union, and Mrs. Freno replied the park will add the supplier information for future vouchers. Mr. Ibold made a motion to approve January vouchers except for ARMS as amended, Mr. Innocenzi seconded the motion and after roll-call voice vote the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes

Mr. Ibold made a motion to approve the January 2021 paid voucher for ARMS Trucking. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved 4-1 abstained:

Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Ibold	Yes

Mr. Preston	Yes
Mr. Bates	Abstained

ADOPTION OF THE MINUTES

The Board was presented with the minutes from the January 11, 2021 Regular Board meeting.

Mr. Bates made a motion to approve the January 11, 2020 Board Meeting minutes. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes

OLD BUSINESS

RESOLUTION NO. 2-21 – AMENDMENT TO THE BYLAWS

Mr. Oros presented a request for a motion to discuss. He informed the board the candidate under consideration declined the salary offer, and he explained they are not prepared to approve yet. Mr. Dieterle inquired about the candidate being bonded, and commented on the candidate being considered. Mr. Hicks responded the bonding requirement would be included in the job description not in the bylaws, and Mr. Ibold added general liability insurance may include coverage. Mr. Preston made a motion to postpone the vote on the bylaws, Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Innocenzi	Yes
Mr. Dieterle	Yes
Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

RESOLUTION NO. 3-21 – APPOINTMENT OF A TREASURER & FISCAL OFFICER

Mr. Oros requested a motion to postpone the appointment of a Treasurer & Fiscal Officer.

Mr. Bates made a motion to postpone this resolution, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Preston	Yes

RESOLUTION NO. 4-21 – DESIGNATION OF A DEPOSITORY

Mr. Oros presented a request to postpone designation of a Depository. Mr. Preston suggested an explanation be given to the public to explain why the park district needs a treasurer at this time. Mr. Oros explained that the park district will need a plan to transition to self-fiscal, and O.R.C. requirements will apply, which will continue to be transparent just as they currently are under the county auditor. He said all of these items will be addressed in public session. Mr. Hicks added that shifting to self-fiscal is not unusual based on research with local park districts conducted by Mr. Oros. Mr. Oros confirmed that of 7 neighboring park districts he has spoken with, 5 of them are a self-fiscal model.

Mr. Bates made a motion to postpone the vote on designation of a Depository, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes

PLANNING & OPERATIONS UPDATE

Mr. McCue shared the 2021 projects to the board. He said Sunnybrook Preserve stream restoration is currently nearly complete except for plantings to take place in the spring. Requests for proposals are out for the Spring Brook restoration and are due at the end of February. Beaver Creek restoration began last week and BioHabitats is onsite and working on that project. Veteran’s Legacy Woods was advertised for bid this morning and are due by March 5th. Eldon Russell improvements are currently working through

design/engineering and permitting, and will go out to bid later in spring. He shared Swine Creek lodge improvement bid results from the opening on 2/3/21 and received 5 bids, with 1 incomplete. The bids ranged from \$614,478.04 to \$798,000 and the budget was \$500,000. He outlined 3 options to proceed including; holding off and doing the project at a later date, maintain the existing budget of \$500,000 and incur major redesign of the shelter at additional cost, or make minor revisions to the current design to keep overall intent of the design, and also look to increase the budget 20% and rebid the project. Mr. Dieterle asked what was spent so far on plans and blueprints, and Mr. McCue responded around \$54,000. He explained the park could look at eliminating the outdoor fireplace or making changes to the roof. Mr. McCue asked the board if they are open to rebidding, design changes with minor revisions and increasing the budget approximately 20% with a vote at the March meeting. Mr. Bates asked about revising the plans in house and Mr. McCue responded that after speaking with the architects, they would need to update the drawings at an approximate cost of \$5000.00. Mr. Oros recommended rebidding and reporting the results to the board in March.

SWINE CREEK – MOTION TO REBID

Mr. Oros presented a request to rebid Swine Creek improvements.

Mr. Bates made a motion to rebid Swine Creek, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes

RESOLUTION NO. 5-21 – BUDGET AMENDMENT #2

Mr. Oros presented a request to amend the budget to appropriate funds for the newly created financial position.

Mr. Bates made a motion to amend the budget to appropriate funds for the newly created financial position, Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes

SURPLUS PROPERTY

Mr. Oros presented a request to trade-in two vehicles and to scrap two items.

Mr. Bates made a motion to declare these items as surplus property, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

COMMISSIONERS TIME

Mr. Oros expressed his appreciation for Chief Naturalist John Kolar and for doing a really good job retooling Saps a Risin Sundays with smaller gatherings due to the Covid environment. He said he is proud of John and his staff for being creative and flexible with retooling naturalist programs.

Mr. Bates brought up the current process for public comment to email the Executive Director, and board members. He said he would like requests to continue to be sent in by email, and they may request to be put on the agenda and this would allow the board time to research and answer. Mr. Preston stated he has no problem answering questions. Mr. Innocenzi stated open and transparency is always the best answer. Mr. Preston stated he would like emails beforehand and the board will discuss during the meeting. If there is need for further comment the board will ask the sender for more information.

EXECUTIVE SESSION

Mr. Oros requested a motion to go into executive session for matters related to compensation and

appointment of public employees and to meet privately with legal counsel for the purposes of seeking legal advice on pending legal matters.

Mr. Dieterle made a motion to enter into executive session. Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes

The Board entered into Executive Session at 9:07 a.m. The Board came out of Executive Session at 9:34 a.m.

No items were brought forward.

ADJOURNMENT

The next board meeting will be Monday, March 8, 2021 at 8:30 a.m. the location is to be determined.

Mr. Dieterle made a motion to adjourn the meeting. Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved:

Mr. Dieterle	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

The meeting was adjourned at 9:35 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