

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
August 15, 2022**

The regular meeting of the Geauga Park District Board was held August 15, 2022 at the Meyer Center, Big Creek Park. The meeting was called to order at 8:30 a.m. Commissioners Howard Bates, Pat Preston, Ray Guarino, Mario Innocenzi and Jolene Carnabuci were present.

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

<b>Park District Employees</b>	<b>GUESTS</b>
John Oros, Executive Director	
Jennifer Pae, Treasurer and Fiscal Officer	
Christine Ward, HR Manager	
Dennis Sloan, Chief Ranger	
Dan McConnaughy, Planning Manager	
Ranger Denise Weisbarth & K9 Sniper	
Jessica Alpers, Administrative Assistant	

**APPROVAL OF THE AGENDA**

Mr. Oros requested a motion to approve the agenda and addendum items. Mr. Preston made a motion to approve the agenda. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved.

Ms. Carnabuci	Yes
Mr. Preston	Yes
Mr. Innocenzi	Yes
Mr. Bates	Yes
Mr. Guarino	Yes

**APPROVAL OF THE MINUTES**

Mr. Oros requested a motion to approve the July 18, 2022, regular board meeting minutes. Mr. Preston made a motion to approve the meeting minutes. Mr. Guarino seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Guarino	Yes
Mr. Innocenzi	Yes
Ms. Carnabuci	Yes
Mr. Bates	Yes
Mr. Preston	Yes

**PRESENTATION OF FINANCIAL STATEMENT**

Ms. Pae presented the July financial statement and pointed out the details were included in the payment report. Mr. Preston questioned a large dollar amount entry on the report for \$75,000.00 Ms. Pae said this amount would be addressed in the payment report and capital improvement report from Matt McCue.

**PRESENTATION OF FINANCIAL PAYMENT REPORT**

Ms. Pae presented the July 2022 payment report. She explained the report shows individual vendor payments for that month and a total payment amount at the end. Mr. Preston asked about a line item for \$75,288 and Mr. Oros explained this was the payment to Middlefield Farm & Garden for the purchase of the excavator. Mr. Oros noted that any item purchased over \$50,000 must be presented to the board for approval. The excavator was approved before it was purchased.

**OLD BUSINESS**

**GRANT STATUS UPDATE**

Ms. Pae provided updates on third party grant information that are in process, pending or awarded to the park.

Ms. Pae said that grant funding is approximately 1/3 of park funding and there is no guarantee that the park will be awarded grants that have been applied for. Ms. Pae said to keep in mind that with state grants the Park District pays for everything up front and then is reimbursed. The park needs to have the funds on hand. In some cases, it may take several payments and several years to be reimbursed depending on the project. Mr. Preston asked about grant money for the Fairmont property being considered for purchase using grant money. Mr. Oros said the park did not submit a grant for this but intends to use the money from Ohio Stream & Wetlands Foundation to purchase the property. Mr. Oros added the park district was notified by Foundation for Geauga Parks grants were awarded in the amount of \$3270 for trail markers, \$2,000 for Observatory Park signage, and \$3330 for Adventure Day Camps. He thanked the Foundation for Geauga Parks for funding these initiatives.

Ms. Pae discussed the auditing process. She said Geauga Park District is audited every two years by the Auditor of State, or an independent auditor to make sure we are compliant by the state. She said they were anticipating the 2019 and 2020 audit complete but the State is behind on the release of the auditing report due to staffing issues.

### **NEW BUSINESS**

#### **PLANNING AND OPERATIONS UPDATE**

Mr. Oros mentioned The West Woods site lighting and trail improvements around Ansel's Cave is complete, and the construction crews did a wonderful job. He said they started work on Bessie Benner Metzenbaum Park on the trails, bridges, and a deck overlook, and all other projects are underway. Mr. Preston asked about the roof at The West Woods. Mr. McConnaughy said the roof has been torn off completely and the new metal roof should be installed later this week, and the remaining \$280,000 would be used for this. He added the roofers have submitted one invoice so far.

#### **CONTRACT AWARD**

Mr. Oros said 5 bids were received for W.C. Best Asphalt Repair & Resurfacing. He presented the bid results to the board and recommend the bid be awarded to Cunningham Paving for \$72,349.20.

Mr. Bates made a motion to approve awarding the contract for the bid submitted by Cunningham Paving for \$72,349.20. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Innocenzi	Yes
Ms. Carnabuci	Yes
Mr. Bates	Yes
Mr. Preston	Yes
Mr. Guarino	Yes

#### **CONTRACT AWARD**

Mr. Oros presented 3 bids received for Veterans Legacy Woods HVAC Replacement and recommended the board award the contract to Dunbar Mechanical for \$209,159.00. Mr. Innocenzi asked when the project will start. Mr. McConnaughy said the project should be complete by mid-November, but a schedule will be determined. Mr. Preston mentioned the project would come in under budget.

Mr. Bates made a motion to approve the bid for \$209,109.00 from Dunbar Mechanical. Mr. Guarino seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Guarino	Yes
Ms. Carnabuci	Yes
Mr. Innocenzi	Yes

### **COMMISSIONERS TIME**

Mr. Oros shared the following staff and department updates with the board:

- Natural Resource Management – Paul Pira is working for the second year with Holden Arboretum and Longwood Gardens to help propagate endangered Smaller Yellow Lady Slipper. Two months ago, the

plants were propagated, seeds were harvested, shipped and sent to an orchid specialist/expert at Longwood Gardens.

- Ranger Denise Weisbarth & K9 Sniper provided community education opportunities at Safety Town for Russell Chagrin Falls and a demonstration at Bainbridge Library. They have 4 more appearances scheduled in the coming months.
- July's three highest program attendance were the Night Sky Viewing with 200 people; Big North Band 239 people in attendance; and movie night with 250 people attending.
- Naturalists provided 95 programs in July serving 2,401 patrons.
- The West Woods hosted 1,597 visitors.

#### **EXECUTIVE SESSIONS**

Mr. Oros requested a motion to go into executive session for matters related to the purchase of property. Mr. Bates made a motion to go into executive session, Mr. Innocenzi seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Innocenzi	Yes
Ms. Carnabuci	Yes
Mr. Guarino	Yes
Mr. Preston	Yes
Mr. Bates	Yes

The Board entered Executive Session at 8:50a.m. to discuss the purchase of property. The Board came out of Executive Session at 9:05 a.m.

Mr. Oros said an appraisal of a piece of property in Middlefield will be forthcoming.

#### **ANNOUNCEMENT OF NEXT BOARD MEETING**

Mr. Oros announced the next meeting will be September 19, 2022 at 8:30am.

#### **ADJOURNMENT**

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

Mr. Preston	Yes
Mr. Guarino	Yes
Ms. Carnabuci	Yes
Mr. Bates	Yes
Mr. Innocenzi	Yes

The meeting was adjourned at 9:06 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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Howard Bates, President