

**GEAUGA PARK DISTRICT BOARD  
OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
January 15, 2019**

The regular meeting of the Geauga Park District Board was held January 15, 2019 at The Meyer Center, Chardon Twp., Ohio. The meeting was called to order at 8:31 a.m. Commissioners Jackie Dottore, Andrej Lah and Howard Bates were present.

Mr. Lah 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	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning & Operations	
Paul Pira, Park Biologist	
Don Lombardy, IT Manager	
Gloria Freno, Finance Manager	
Sandy Ward, Marketing Coordinator	
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. Lah	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 Andrej Lah for the Office of President.

Mr. Bates seconded the motion.

Mr. Lah made a motion to nominate Howard Bates for the Office of Vice-President.

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

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

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

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

Mr. Bates	Yes
Mrs. Dottore	Yes
Mr. Lah	Yes

**EXECUTIVE SESSION**

Mr. Oros requested a motion to enter into executive session to discuss employment and compensation of a public employee, the discipline of a public employee and the lease of property.

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

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

The board entered Executive Session at 8:33 a.m. The Board came out of Executive Session at 9:40 a.m.

Mr. Lah proposed a motion to increase the Executive Director’s salary by 1.5%. Mrs. Dottore seconded the motion and after roll-call voice vote, the motion was approved 3 – 0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

**ADOPTION OF THE MINUTES**

The Board was presented with minutes from the December 11, 2018 Regular Board meeting.

Mr. Bates made a motion to approve the December 11, 2018 Board Meeting minutes.

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

Mr. Lah	Yes
Mrs. Dottore	Yes
Mr. Bates	Yes

**PRESENTATION OF FINANCIAL STATEMENT**

The Board was provided with the December 2018 Financial Statement.

*Geauga Park District*  
**FINANCIAL STATEMENT MONTH ENDED**  
**31-Dec-18**  
**GENERAL FUND**

<b>BEGINNING FUND BALANCE DECEMBER 1, 2018</b>		<b>4,232,025.37</b>
<b>PERSONNEL EXPENDITURES</b>		
Salaries	234,782.17	
Medicare	3,402.67	
Hospitalization Stipend - \$1,836.00	1,836.00	
Hospitalization December 2018 & January 2019 premium will post in January 2019	-	
OPERS November 2018	29,463.57	
<b>VOUCHERS</b>		<b>\$269,484.41</b>
- Contract Services	38,996.04	
- Supplies	10,399.65	
- Materials	13,938.05	
- Equipment	6,152.59	
- Other	3,555.10	
- Travel	349.30	
- Advertising	8,272.90	<b>\$81,663.63</b>
<b>EXPENDITURES &amp; OTHER USES</b>		<b>\$351,148.04</b>

**REVENUES & OTHER SOURCES***Interest - November - \$9,624.65 , December - \$8,709.23* 18,333.88General Tax Collections

- Local Government Funds 8,393.15

Gifts & Donations

- Bird Box - \$14.57 14.57

- Robin Payne \$565.00 Bench Plaque in memory of Rick &amp; Thelma Payne 565.00

- Joy &amp; Zach Ingram - \$500.00 Bench Plaque donation 500.00

- Geauga Walkers - \$100.00 unrestricted donation 100.00

- Cleveland Fdn. - Quarterly donation from Lewis &amp; Ruth Affelder Fund - \$461.00 461.00

- Georgie Steigerwald - \$50.00 Nature Scopes in memory of Marsha Simon 50.00

- Georgie Steigerwald - \$50.00 Naturalist Department in memory of Carl White 50.00

Fees

- Camping 285.00

- Facilities (cancellations \$280.00) (280.00)

- Utilities 1,685.00

- Workshops - \$162.00 162.00

- Vendor Fees - Frozen Fest - \$50.00, Holly Days - \$110.00, Mistletoe Mkt - \$50.00 210.00

Sales - TWW - \$2,748.78, MC- \$27.33 2,776.11

Other Revenue Receipts

- Observatory House Rent - Sindelar - \$300.00, Chickagami House Rent - Kolar - \$400.00 700.00

- Deposit of Petty Cash fund into treasury - \$200.00, Public Records Request - \$4.64 204.64

- Recycling proceeds for scrap steel - \$93.60 Swine Creek 93.60

**REVENUES & OTHER SOURCES \$34,303.95****ENDING FUND BALANCE AS OF DECEMBER 31, 2018 3,915,181.28**LAND IMPROVEMENT FUND**BEGINNING FUND BALANCE DECEMBER 1, 2018 2,185,836.38****EXPENDITURES & OTHER USES**

Vouchers

- Professional Services 14,450.74

- Contract Services 26,108.96

- Land Acquisition 1,500,000.00

**EXPENDITURES & OTHER USES \$1,540,559.70****REVENUES & OTHER SOURCES**Interest -November -\$4,503.13 , December - \$4,306.31 8,809.44- Other - Royalties/In-Lieu Fees

- Abela - Farley - \$217.26, Ford - Windsor - \$84.09 301.35

- Hart-Dobra-Johnson - \$24.17 24.17

**REVENUES & OTHER SOURCES \$9,134.96**

<b>ENDING FUND BALANCE AS OF NDECEMBER 31, 2018</b>	<b>654,411.64</b>
<b><u>RETIREMENT RESERVE ACCOUNT</u></b>	
<b>BEGINNING FUND BALANCE DECEMBER 1, 2018</b>	<b>84,542.95</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest -November -\$164.52 , December - \$163.45</i>	327.97
<b>REVENUES &amp; OTHER SOURCES</b>	<b>327.97</b>
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2018</b>	<b>84,870.92</b>
<b><u>PARK CAPITAL RESERVE ACCOUNT</u></b>	
<b>BEGINNING FUND BALANCE DECEMBER 1, 2018</b>	<b>689,769.96</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Interest - November - \$2,266.69, December \$ 1,736.56</i>	4,003.25
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$4,003.25</b>
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2018</b>	<b>693,773.21</b>
<b><u>K-9 FUND</u></b>	
<b>BEGINNING FUND BALANCE DECEMBER 1, 2018</b>	<b>478.61</b>
<b>REVENUES &amp; OTHER SOURCES</b>	
<i>Donations</i>	
<b>REVENUES &amp; OTHER SOURCES</b>	<b>\$0.00</b>
<b>EXPENDITURES &amp; OTHER USES</b>	
Vouchers	
<b>EXPENDITURES &amp; OTHER USES</b>	<b>\$0.00</b>
<b>ENDING FUND BALANCE AS OF DECEMBER 31, 2018</b>	<b>478.61</b>

**PRESENTATION OF VOUCHERS**

Mrs. Dottore asked about the concrete floor refinishing costs and Mr. McCue responded that the floor needed to be refinished. Mrs. Dottore inquired about TV spots on Fox 8, she was notified these were labelled improperly and were actually for the digital advertising. Mrs. Dottore also asked what the Big Creek improvement charges were for and Mr. McCue responded these were contract costs for the engineers working on the construction drawings for the Big Creek improvements.

Mrs. Dottore made a motion to accept the December 2018 paid vouchers into the record as presented. Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 2-1, abstained:

Mrs. Dottore	Yes
Mr. Bates	Abstained
Mr. Lah	Yes

**NEW BUSINESS**

**PLANNING & OPERATIONS UPDATE**

Mr. McCue informed the board operations is working on punch list items including interior tables for Holbrook Hollows, some plowing, regular rounds, storm damage and signage and preparation for upcoming events. He also said they are working on some equipment repair and firewood splitting. NRM is working on finalizing bid documents for Big Creek and Frohring Meadows improvements, and the RFQ and RFP for the Beaver Creek project. Mr. McCue said they are also looking into some grant opportunities for restoration projects.

**RESOLUTION NO. 1-19**

Mr. Oros requested a motion to appoint legal counsel for 2019. He recommended Thrasher, Dinsmore & Dolan. All questions were answered satisfactorily.

Mrs. Dottore made a motion to appoint Thrasher, Dinsmore & Dolan, with Todd Hicks as legal counsel for 2019. Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

**RESOLUTION NO. 2-19**

Mr. Oros requested a motion to approve a revenue certification for the land improvement fund for \$16,495.22.

Mrs. Dottore made a motion to approve a revenue certification for the land improvement fund for \$16,495.22, Mr. Lah seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

**RESOLUTION NO. 3-19**

Mr. Oros requested a motion to approve a Then & Now encumbrance for \$6,847.50 to cover legal expenses from December 2018 that exceeded the appropriated amount.

Mr. Lah made a motion to a Then & Now encumbrance for \$6,847.50 to cover legal expenses from December 2018 that exceeded the appropriated amount, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved 3-0:

Mrs. Dottore	Yes
Mr. Bates	Yes
Mr. Lah	Yes

**SICK LEAVE POLICY UPDATE**

Mr. Oros presented a request for proposed changes to the sick leave policy for the use of unexcused sick time that caps the use of unexcused sick time per calendar year. Mr. Lah asked for a copy of the personnel policy. Mrs. Dottore asked for further review, and to possibly add further amendments. Mr. Lah asked to look at overall policy and recommended reviewing the entire policy biannually. Mr. Bates asked to see previous year's reports for unexcused sick time used and Mrs. Dottore asked to see how many bonus days were awarded also.

**2019 BUILDING CLOSURES**

Mr. Oros presented 2019 building closures based on previous years and usual county closures. Mrs. Dottore asked for all days requested at one time, and questioned Easter Day as a building closure. She requested to table this request.

**COMMISSIONER’S TIME**

Mr. Oros provided results and updates to previous board requests from the December board meeting. The next meeting was changed to Wicked Woods location on February 12, 2019 at 8:30am.

Mrs. Dottore read a letter from Judge Grendell regarding Wicked Woods. He suggested that the board consider naming the new park in honor of Geauga County’s veterans and dedicating the park to all the county’s veterans. He also mentioned Veteran’s Services possibly could even operate from this site. Mrs. Dottore asked that the staff consider an option to name the park in honor of county veterans and present suggestions to the board.

Mr. Bates shared a compliment received regarding the quality and workmanship of the tables at Claridon Woodlands. He also suggested moving the board meeting to other parks throughout the year and the other board members agreed. Mr. Oros proposed the February meeting be held at Wicked Woods location on February 12, 2019 at 8:30 am.

Mr. Lah made a motion to adjourn the meeting.

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

Mr. Bates	Yes
Mr. Lah	Yes
Mrs. Dottore	Yes

The meeting was adjourned at 10:30 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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Andrej Lah, President