

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
December 17, 2021**

The regular meeting of the Geauga Park District Board was held December 17, 2021 at the Meyer Center, Big Creek Park. The meeting was called to order at 8:30 a.m. Commissioners Howard Bates, Pat Preston and Dennis Ibold and were present.

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

Park District Employees	GUESTS
John Oros, Executive Director	
Sheryl Hatridge, Administrative Service Manager	
Jennifer Pae, Treasurer and Fiscal Officer	
Christine Ward, HR Manager	
Dennis Sloan, Lt. Ranger	
Matt McCue, Director of Planning and Operations	

APPROVAL OF THE AGENDA

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

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

ADOPTION OF THE MINUTES

Mr. Oros requested a motion to approve the November 15, 2021, regular board meeting minutes.

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

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

PRESENTATION OF FINANCIAL STATEMENT

Mr. Oros presented the November financial statement, and it was entered into the record. Mr. Oros introduced Jennifer Pae, Treasurer and Fiscal Officer. Ms. Pae announced that she updated the format of financial statements; they will now include the past 2-year actuals, the current year budget, year-to-date totals, along with a benchmark percentage. Ms. Pae also said 2022 financial statements will include departmental expenditure data.

PRESENTATION OF VOUCHERS

Mr. Ibold made a motion to approve November vouchers except Preston and ARMS Trucking. Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Bates	Yes

Mr. Ibold made a motion to approve November vouchers for Preston, Mr. Bates seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Ibold	Yes
Mr. Preston	Abstained

Mr. Ibold made a motion to approve November vouchers for Arms Trucking, Mr. Preston seconded the motion

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

Mr. Ibold	Yes
Mr. Preston	Yes
Mr. Bates	Abstained

NEW BUSINESS

PLANNING AND OPERATIONS UPDATE

Mr. Preston asked Matt McCue if there were funds budgeted for the interior of Veterans Legacy Woods Banquet Facility in addition to the exterior. Mr. McCue said there are no specific interior plans at this time, but the planning department could look at interior plans and updates in the future. Mr. Oros would like to have planning sessions during the January meeting to have the Board of Commissioners input as far as finance reports and planning in order to dedicate attention and funds to future projects.

2022 CAPITAL IMPROVEMENTS

Mr. Oros requested a motion to approve going out for bids to replace the West Woods Nature Center roof budgeted at \$625k, to restore the pollinator garden and play area at Frohring Meadows budgeted at \$130k, and for asphalt improvements at Walter C. Best Preserve budgeted at \$110k. Mr. Oros also said funding for the Frohring Meadows projects are expected from the Foundation for Geauga Parks. Mr. Ibold made a motion to approve the 2022 Capital Improvements, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold	Yes
Mr. Preston	Yes
Mr. Bates	Yes

2022 AGGREGATE STONE MATERIALS BID

Mr. Oros requested a motion to approve going out for bids aggregate stone materials for 2022 for Bessie Benner Metzenbaum and The West Woods trail improvements that are expected to exceed \$50k in expenditures. Mr. Preston made a motion to approve the 2022 Aggregate Stone Materials Bid, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold	Yes
Mr. Preston	Yes
Mr. Bates	Abstained

CONVEYANCE OF MINERAL INTEREST DEED

Mr. Oros requested a motion to approve the conveyance of mineral interests at Veterans Legacy Woods for a cost to the district of \$3k as compensation to deed mineral rights back to the district; the conveyance satisfies EPA grant requirements for which Geauga Park District currently ranks first in the state of Ohio. Mr. Ibold made a motion to approve the conveyance of mineral interest deed, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold	Yes
Mr. Preston	Yes
Mr. Bates	Yes

RESOLUTION NO. 27-21

Mr. Oros requested a motion to approve the plan for a vegetable garden as a service project between Geauga Park District and Geauga County Juvenile Court. Mr. Preston made a motion to approve the memorandum of understanding between the district and Geauga County Juvenile Court, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Preston	Yes
Mr. Ibold	Yes

Mr. Bates Yes

RESOLUTION NO. 28-21

Ms. Pae requested a motion to approve the 2021 Final Appropriation that has an updated format that conforms with state statute; the appropriation is presented by fund, department, personal services (salary and benefits), and all other expenditures.

Mr. Preston made a motion to approve the 2021 Final Appropriation Resolution, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold Yes
Mr. Bates Yes
Mr. Preston Yes

RESOLUTION NO. 29-21

Ms. Pae requested a motion to approve the 2022 Tax Advance Resolution which requests advances in real estate taxes collected on the district's behalf and deposited into the general fund. She made a note that this is a new required resolution since Geauga Park District is fiscally independent from the county and will be a housekeeping item required every year.

Mr. Preston made a motion to approve the 2022 Tax Advance Resolution, Mr. Ibold seconded and after roll-call voice vote, the motion was approved.

Mr. Bates Yes
Mr. Preston Yes
Mr. Ibold Yes

SURPLUS PROPERTY

Mr. Oros skipped the next two agenda items and requested several items be declared as surplus property.

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

Mr. Ibold Yes
Mr. Bates Yes
Mr. Preston Yes

COMMISSIONER'S TIME

Mr. Oros gave an update on the Thompson property mentioning that a report will be done by Paul Pira, Park Biologist and Matt McCue, Planning Director for a future meeting. The property will be scored biologically by Mr. Pira, and Mr. McCue will provide a concept with potential costs in the first quarter of 2022.

Mr. Oros gave an update on a property donation discussed last meeting and said the current owner, Mr. Wadsworth is working with his attorney to make a final decision on what he would like to do with the property.

Mr. Oros presented a 2022 Board Meeting Schedule proposing meetings be held on the 3rd Monday of each month.

VIDEO OF BEAVER CREEK PROJECT

Mr. McCue presented video footage of the completed Beaver Creek restoration project that began in 2016 and included similar funding the park has applied for to improve Veterans Legacy Woods. He mentioned there were several partners including the Chagrin River Water Shed, Northeast Ohio Regional Sewer District, and the Ohio EPA, which provided the funding. Mr. McCue said the project restored over 1,800 ft. of natural stream, 8-acres of wetland at a project cost of \$843k, which was 100% funded through the WRSP program. Mr. Ibold complimented the use of drone footage and said it is a great way to see areas of the parks that are difficult to get to. Mr. McCue

added that Sandy Ward, Marketing Coordinator, will help distribute the footage through social media and the district's website. Mr. Ibold and Mr. Preston liked the idea of distributing the drone footage. Mr. Oros added that restoring a channelized ditch, like Beaver Creek, to Bass Lake will not only help the ecosystem, but will also help displace storm water runoff.

EXECUTIVE SESSION

Mr. Oros requested a motion to go into executive session for matters related to compensation of public employees and to meet privately with legal counsel on a pending legal matter.

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

Mr. Ibold	Yes
Mr. Bates	Yes
Mr. Preston	Yes

The Board entered Executive Session at 8:57 a.m. The Board came out of Executive Session at 9:48 a.m.

Mr. Bates requested a motion for a 4% wage increase for cost-of-living adjustment and increased merit increased wages based on individual evaluations. Mr. Preston made a motion to approve the wage increase, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Ibold	Yes
Mr. Bates	Yes
Mr. Preston	Yes

Mr. Preston requested a new look at where the district wage structure needs to be relative to others out there and said retention needs to be the number one objective.

RESOLUTION NO. 30-21

Mr. Oros requested a motion to table the proposed compensation ranges and will come back to the board with a presentation. Mr. Ibold made a motion to table the proposed compensation ranges, Mr. Preston seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

RESOLUTION NO. 31-21

Ms. Pae requested a motion to approve the 2022 Appropriation Resolution which focuses on short-term and long-term financial stability for the district. She added that this includes a \$150,000 pool divided among the departments for contingencies and stated the park will be learning a lot from 2022 spending. Ms. Pae added that there will be \$10,000 set aside each year for the next 11 years for the next 27th pay year. She said the retirement reserve fund, \$74,000, will be transferred to the general fund so when an employee terminates employment this set aside won't impact salary budgets for departments. Ms. Pae said a set aside for insurance claims is good financial practice and lastly she shared the ORC permits a rainy day fund not to exceed up to 5% of the general fund revenues from the prior year, \$250,000 is below that mark. Ms. Pae also mentioned that these are financial best practices and these funds are there just in case, not necessarily going to be spent. Mr. Preston made a motion to approve the 2022 Appropriation Resolution, Mr. Ibold seconded the motion and after roll-call voice vote, the motion was approved.

Mr. Preston	Yes
Mr. Ibold	Yes
Mr. Bates	Yes

COMMISSIONERS TIME CONT.

Mr. Bates took time to thank staff for the 2021 highlights which included programs, ranger reports, donations, and visitor counts.

The next board meeting will be Tuesday, January 18, 2022 at 8:30am at the Meyer Center, Big Creek Park. The 3rd Monday is observed for MLK day, but future meetings are planned for the 3rd Mondays of the month.

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. Bates	Yes
Mr. Preston	Yes
Mr. Ibold	Yes

The meeting was adjourned at 9:58 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