

**GEAUGA PARK DISTRICT BOARD
OF PARK COMMISSIONERS
BOARD MEETING MINUTES
December 12, 2022**

The regular meeting of the Geauga Park District Board was held December 12, 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 and Jolene Carnabuci were present.

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

Park District Employees	GUESTS
John Oros, Executive Director	Bridey Matheney, Legal Counsel
Dan McConnaughy, Planning Manager	Mr. John Bednarski, CPA
Dawn Sweeney, Interim Fiscal Officer	
Christine Ward, HR Manager	
Dennis Sloan, Chief Ranger	
Sheryl Hatridge, Administrative Service Manager	
Matthew McCue, Deputy Director	
Paul Pira, Park Biologist	
Don Lombardy, IT Manager	
Lucas Beamer, IT	
Sandy Ward, Marketing Manager	

APPROVAL OF THE AGENDA

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

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

APPROVAL OF THE MINUTES

Mr. Oros requested a motion to approve the November 21, 2022, regular board meeting minutes. Mr. Bates made a motion to approve the meeting minutes. Mr. Guarino seconded the motion and after a roll-call voice vote, the motion was approved.

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

PRESENTATION OF FINANCIAL STATEMENT

Mr. Oros introduced Mr. John L. Bednarski CPA from NMS Accounting in Chardon to make a few comments on monthly financials. Mr. Bednarski stated he had only recently been brought on and had met with Mr. Oros, Ms. Sweeney and other members of staff to get a better understanding of the financials and how to assist with the 2023 reporting and processes. Mr. Bednarski also shared that he thinks Ms. Sweeney has the qualifications and experience to handle the tasks currently given to her. Going forward Mr. Bednarski will assess and looks forward to working with the Park District. No questions were brought forward at this time.

PRESENTATION OF NOVEMBER 2022 PAYMENT REPORT

Mr. Bates asked about a line item for CDL training for \$5,500. Mr. Oros and Mr. McCue stated this was a class for Mr. Joshua Inks, a tenured employee on the construction crew. Mr. Bates also asked about a line item for Ranger vehicle outfitting for \$6,799. Chief Sloan stated this was for 2 Ranger vehicles.

OLD BUSINESS

GRANT STATUS UPDATE

Mr. Oros said there were no changes since last month. Mr. McCue stated that at this point, they are working through administrative details. Mr. Preston what is happening with Union Chapel, and Mr. Oros explained that while Geauga Park District owns the property and not the buildings, grant opportunities must be submitted by the Union Chapel trustees. Mr. Oros also stated that the Park District had asked the Union Chapel trustees to come up with proposals and options for grants. Mr. Oros shared that the Park District would continue working with the trustees. Mr. Preston asked that the Park District regularly follow up with the Union Chapel trustees.

NEW BUSINESS

2022 PLANNING & OPERATIONS UPDATE

Mr. Oros stated most construction projects for 2022 had been completed with only the Locey Dam overflow project still being worked on. Mr. Oros also shared that Dunbar was still working on HVAC at Veterans Legacy Woods.

RESCIND RESOLUTION NO. 3-2022

Mr. Oros stated he had been working back and forth with the Geauga County Auditor’s Office, with Kristen Sinatra Deputy Auditor, on ensuring the Park District has everything in place for the next budget commission meeting later this month. Mr. Oros complimented Ms. Sweeney on her work gathering and generating all pertinent information for this next auditor meeting. Mr. Oros stated the original resolution was a proposed fund for Land Improvement back in August. This request is to rescind the original Resolution No. 3-2022 amending appropriations by \$1,341,060 in the Land Acquisition Fund 4902, therefore the original resolution is being rescinded to acknowledge the funds are not being appropriated to a fund that no longer exists. Mr. Oros requested a motion to rescind Resolution No. 3-2022.

Mr. Guarino made a motion to rescind Resolution No. 3-2022, Mr. Preston seconded the motion and after a roll-call voice vote, the motion was approved.

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

RESOLUTION NO. 12 – 2022 – 2022 FINAL APPROPRIATION

Mr. Oros presented the 2022 Final Appropriations. Mr. Oros shared the Park District has been working back and forth with the auditor’s office. He noted the variance and unexpected revenue and said the final year end budget appropriations totaled \$14,000,447.

Mr. Preston made a motion to approve the 2022 final appropriations, Mr. Bates seconded the motion and after a roll-call voice vote, the motion was approved.

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

RESOLUTION NO. 13 – 2022 - 2023 FINAL BUDGET APPROPRIATION

Mr. Oros made a request to adopt the 2023 Final Budget Appropriation. He shared a memo from Ms. Sweeney with the total budget appropriations for 2023 at \$12,409,895. All department heads were present for the presentation of the budget and available for board member questions. Mr. Preston asked what was included in the Land Improvement total, and Mr. Oros replied it is for 2023 projects including the Brede Property, Holbrook Hollows expansion, asphalt improvements at Swine Creek, Veterans Legacy Woods Phase II trail work and Coldwater Stream Restoration Project, and The West Woods bridge project. Mr. McCue shared that the costs

were roughly \$4,180,000. Mr. McCue clarified all operating and capital projects total \$7,181.184 for the 2023 budget. Mr. Preston asked how much the Park District would spend on Veterans Legacy Woods. Mr. McCue said the stream restoration would be roughly \$1.1 million, plus Phase II is estimated at \$255,000 so the total is approximately \$1.35 million and the full amount is budgeted for. Mr. Preston asked about the next big project, Mr. McCue shared the South Franklin improvement project at Holbrook Hollows for \$820,000 and The West Woods bridge project for \$850,000 were next. Mr. Preston asked about reimbursement for The West Woods bridge project and Mr. McCue said ODOT approved \$740,000 for this project. Mr. Oros requested a motion to approve the 2023 appropriations.

Mr. Preston made a motion to approve the 2023 final budget appropriation, Mr. Guarino seconded the motion, after a roll-call voice vote the motion was approved.

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

RESOLUTION NO. 14-2022-2023 TAX ADVANCE RESOLUTION

Mr. Oros presented a request to approve requesting advances of real estate taxes collected on the District’s behalf and deposited into the General Fund as set by the county auditor’s office: January 20, February 17, July 7 and July 21, 2023.

Mr. Preston made a motion to approve the request for advances of real estate taxes collected, Mr. Guarino seconded the motion, and after a roll-call voice vote the motion was approved.

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

COMMISSIONERS TIME

Mr. Oros shared the following staff and department updates:

- 2,803 total facility reservations and 1,153 camping reservations to date.
- Opening day for 2023 reservations on December 1st totaled \$32,837 (compared to 2022 which was \$26,173) for 370 in-county facility reservations, with 150 of those for Claridon Judge Lester Taylor Lodge and 62 for Holbrook Hollows Lodge.
- Greens For Giving had 95 participants making 357 evergreen centerpieces which were delivered to Geauga County residents through the Department of Aging home delivered meals, and Geauga County Veterans Food Pantry. Mr. Oros thanked Holly Sauder who started the event 9 years ago.
- The naturalists hosted 71 programs, serving 3,499 patrons in the month of November
- The naturalists also hosted 80 people for the Nature’s Ornaments: Make It Yourself program on November 27th

EXECUTIVE SESSION

Mr. Oros requested a motion to go into executive session to discuss the purchase of property and to consider the employment and/or compensation for public employees.

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

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

The Board entered Executive Session at 8:50 a.m. and came out of Executive Session at 10:39 a.m.

Mr. Bates brought 3 items forward from the Executive Session.

Mr. Bates made a motion that cost of living increase of 5% to be granted to all employees across the board, including Rangers. Mr. Guarino seconded the motion and after a roll-call voice vote, the motion was approved:

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

Mr. Bates added part of the wage package merit raises which will be evaluated and voted on in the January 2023 meeting and will be retroactive to 1/1/23. Mr. Preston seconded this motion and after a roll-call voice vote, the motion was approved:

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

Mr. Bates made a motion to extend Mr. Oros's contract for one additional year with an evaluation to be performed after January 1, 2023. Mr. Preston seconded the motion and after a roll-call voice vote, the motion was approved:

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

Mr. Oros announced the next meeting will be Tuesday, January 17, 2023 at 8:30am.

ADJOURNMENT

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

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

The meeting was adjourned at 10:41 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