MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

April 18, 2018

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:33 a.m. at The Lodge at Allardale, 141 Remsen Road, Medina, Ohio.

B. Roll Call

1. Roll call showed Chairman Neate, Commissioner Davis, and Commissioner de Luna present. Also in attendance were Director James, Capital Projects Coordinator Eppink, Operations Manager Perry, Communications Coordinator Gladden, Natural Resource Manager Spetz, Business Manager Chaney, Legal Counsel Jeandrevin, Guest Virginia Jeandrevin of Medina, and a resident of Chippewa Lake wishing to remain anonymous.

II. APPROVAL OF MINUTES

A. March 21, 2018

1. Commissioner de Luna offered a motion approving the minutes of the March 21, 2018 meeting as presented. Chairman Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. The anonymous guest from Chippewa Lake reported that the Save the Lake group is working cooperatively with Director James and Natural Resource Manager Spetz on the Chippewa Lake algal bloom problem. He said the group is actively fundraising and, potentially, has two donors who will each provide up to $10,000 in matching funds to study and attempt to control the toxic algal bloom outbreaks.

IV. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session for the discussion of land acquisition. Commissioner Davis seconded; the motion unanimously carried.

1. The anonymous guest left the meeting at this time.

B. Following discussion, Chairman Neate offered a motion that the board move into regular session. Commissioner de Luna seconded; the motion unanimously carried.

1. The anonymous guest returned to the meeting.

C. As result of executive session, Chairman Neate offered a motion authorizing the director to purchase 58.918 acres of unimproved land in Westfield Township at a cost of $260,000. Monies for this purchase will come from Fund 3403. Commissioner de Luna seconded; the motion unanimously carried.

V. FINANCIAL REPORTS

A. Cash Balance Statement
   1. The March 2018 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement
   1. The March 2018 cash flow statement was presented for the board's review.

C. Quarterly Expense Report #1
   1. Quarterly Expense Report #1 for January, February, and March 2018 was presented to the board.

D. Approval of Vouchers
   1. Resolution #18-005, March 2018
      a. Commissioner de Luna offered a motion approving Resolution #18-005, payment of the March 2018 vouchers, as presented. Commissioner Davis seconded; the motion unanimously carried.

E. Cash Transfer
   1. Resolution #18-006
      a. Chairman Neate offered a motion authorizing Resolution #18-006, a request for a cash transfer from the general fund to the land acquisition fund as presented. Commissioner de Luna seconded; the motion unanimously carried.

F. Decade Summary Reports – 2016 and 2017
   1. Director James presented a summary of financial data from the park district's 2007 - 2016 levy period.
   2. Commissioner Davis commented that the park district is being frugal and fiscally sound in the management of its money.

VI. DIRECTOR/STAFF REPORTS

A. Director's Report
   1. Monthly Report
      a. Director James provided the March 2018 monthly report for the board's perusal.
         1. Director James reported that the rangers have begun writing tickets for dogs off leash in an attempt to gain control of the situation as warnings haven't improved the problem.
         2. Director James reported that dog park users have been throwing used mutt-mitts over the fence into the woods. The park district will place a few more trash cans and some educational signage in the dog park.
         3. Director James updated the board on the state auditor's progress with the park district audit.

B. Departmental Activities
   1. Director James provided the March 2018 Departmental Activity Report for the board's review.
      a. The Jeandrevins left the meeting at this time.

b. Director James updated the board on the status of the Chippewa Lake docking program.
   1. The anonymous guest commented that the packet mailed to those docking is clear in instruction and explanation. He suggested additional communication as to how the collected fees will be spent.
   2. Chairman Neate suggested that placement of a digital FAQ page on the website may be a convenient source of additional information.
   3. Communications Coordinator Gladden supported the idea saying a website sheet may also be useful to realtors selling property in the Chippewa Lake area and may help reduce the spread of incorrect information.

2. 2018 Deer Management Report
   a. Natural Resource Manager Spetz provided a history of the park district deer management program and summary of the 2017-2018 management season.
   b. Capital Projects Coordinator Eppink shared details of Summit Metro Parks' archery-only hunt program. Discussion ensued, and Natural Resource Manager Spetz shared ideas for improvement of the archery program.
   c. Chairman Neate thanked Natural Resource Manager Spetz for such a thorough report and logical management of the program.

C. Chippewa Lake Request for Proposals
   1. Director James reported receipt of two proposals for gathering and analyzing data on the Chippewa Lake algal blooms. EnviroScience, which submitted the most complete response, was asked to pair down its proposal to a workable budget.

VII. OLD BUSINESS

A. No Old Business was presented for discussion.

VIII. NEW BUSINESS

A. *Purchasing Procedure* and *Personnel Records* Policies
   1. Commissioner Davis offered a motion approving the *Purchasing Procedure* policy and replacement of the *Address* policy with the *Personnel Records* policy as presented. Commissioner de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Chairman Neate, again, thanked Natural Resource Manager Spetz for providing the comprehensive deer management report.

B. Commissioner Davis asked about flooding and damage from the recent heavy storms that passed through the county. Director James reported that Chippewa Lake was closed for a few days due to flooding, but there was no major storm damage.

X. ADJOURNMENT

A. There being no further business for discussion, Chairman Neate declared the meeting adjourned at 10:07 a.m.

We, the undersigned, as Board of Commissioners of Medina County Park District, Medina, Ohio, do certify the above minutes are true and correct as recorded in the board of commissioners' journal, Volume 47.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

THOMAS K. JAMES, DIRECTOR

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