MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

April 21, 2021

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:33 a.m. via Zoom Webinar Conference.

B. Roll Call

1. Roll call showed Chairman Neate, Commissioner de Luna, and Commissioner Davis present. Also in attendance were Director Eppink, Planning & Operations Manager Smith, Business Manager Chaney, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. March 17, 2021

1. Commissioner Davis offered a motion approving the minutes of the March 17, 2021 meeting as presented. Commissioner de Luna seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present, and Director Eppink did not receive comments from the public via email prior to the meeting.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

1. The March 2021 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. March 2021 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 2021 was presented to the board.

D. Quarterly Credit Card Report #1

1. Quarterly Credit Card Report #1, representing credit cards held during the first quarter of 2021 listing the types of credit cards issued on behalf of the park district, the employee positions holding those cards, and the card limits, was presented to the board.

E. Approval of Vouchers

1. Resolution #21-009, March 2021

a. Chairman Neate offered a motion approving Resolution #21-009, payment of the March 2021 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.

F. Cash Transfer
   1. Resolution #21-010, Fund 3400 to Fund 3403
      a. Commissioner de Luna offered a motion approving Resolution #21-010, a cash transfer of $1,000,000 from fund 3400 to fund 3403 as budgeted. Commissioner Davis seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. Director Eppink provided COVID-19 updates to the board.
      a. Nature centers remain closed.
      b. Headquarters remains closed to in-person business.
      c. Staff members are required to wear masks in the presence of others, and group meetings are not being held.
      d. Effective March 29, open-air shelters could be reserved for dates beginning Memorial Day weekend.
         1. Commissioner Neate asked if the Mark's Cleaning disinfecting services are still being required for existing enclosed-shelter reservations. Director Eppink said that the disinfecting services are still required at this time.
      e. Drinking fountains remain closed through June 30.
      f. Medina County Health Department used Buffalo Creek Retreat as a vaccination site on March 27; use of the site for second-round vaccines is forthcoming.
         1. Discussion ensued regarding staff vaccines; however, as there is no interest in attempting to mandate such inoculations, the park district will not be asking staff members if they are choosing to vaccinate or not.
   2. Chippewa Lake Updates
      a. Director Eppink reported that the county accepted a critical infrastructure grant of $389,000 in federal funds to replace the Euclid Avenue bridge and to help rebuild Main Drive.
      b. The courtesy dock at the public ramp has been reinstalled for the summer.
      c. Chippewa Yacht Club is planning public programs, including this summer's Youth Boating Education Program for ages 12-15. The cost is $100 per person, and scholarships are available.
   3. New Staff Members
      a. Director Eppink reported that four individuals recently joined the park district: Ranger Kevin English, Park Laborer Tucker McConnaughey, Park Laborer Chelsa Whitman, and Park Laborer Jordan Smith.

B. Monthly Report
   1. March 2021
      a. Director Eppink provided the March monthly report for the board's perusal.

C. Departmental Activities
   1. March 2021
      a. Director Eppink provided the March departmental activity report for the board's review.

b. Chairman Neate asked for an update about the vegetation breaking through the asphalt trail at Lake Medina. Planning & Operations Manager Smith reported that core samples were taken of the asphalt, and it was determined that there is no shortage of contractor deliverables. At this time, vegetation will be treated as it breaks through the asphalt, and the asphalt will be heated and re-rolled over the holes.

VI. OLD BUSINESS

A. No Old Business was presented for discussion.

VII. NEW BUSINESS

A. Plum Creek Greenway Agreements
   1. Plum Creek Greenway Construction Agreement with Brunswick City
      a. Chairman Neate offered a motion approving an agreement with Brunswick City for construction of the Plum Creek Greenway, a continuous trail for non-motorized public recreation, across both city property and a portion of park district property and accepting the terms of said agreement as presented. Commissioner Davis seconded; the motion unanimously carried.
   2. Plum Creek Greenway Lease Agreement with Brunswick City
      a. Chairman Neate offered a motion authorizing the director to enter into a 25-year lease agreement with Brunswick City to share capital expenses such as paving or resurfacing of the Plum Creek Greenway trail that exceed $75,000, with the park district being responsible for day-to day maintenance and patrol of the trail, including the cost of capital projects under the $75,000 threshold. Commissioner de Luna seconded; the motion unanimously carried.

B. Transfer of Land from West Creek Conservancy
   1. Commissioner de Luna offered a motion authorizing the director to execute a conservation easement with West Creek Conservancy for a deeded gift of 56 acres of land adjacent to the park district's Mud Lake Nature Preserve at no cost to the park district, with the park district assuming management of the property in perpetuity, all contingent upon the Medina County Probate Court's approval of the donation. Chairman Neate seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session at 9:15 a.m. for the discussion of land acquisition. Commissioner Davis seconded; the motion unanimously carried.
   1. The public portion of the Zoom meeting ended at this time. A second public Zoom session was scheduled at the conclusion of the executive session discussions.

B. Following the land acquisition discussion, Chairman Neate offered a motion that the board move into public session at 9:33 a.m.
   1. Chairman Neate, Commissioner de Luna, Commissioner Davis, Director Eppink, Planning & Operations Manager Smith, Legal Counsel Holland, and Business Manager Chaney were present as the second public Zoom session began at 9:35 a.m.

IX. COMMISSIONERS' COMMENTS

A. Commissioner de Luna thanked the park district staff, board members, Director Eppink, and Business Manager Chaney for their recent support. Chairman Neate and Director Eppink both commented that they are glad he is on the road to recovery.
B. Chairman Neate commented that he continues to hear positive comments about the park district and its projects. He commended the staff for its continued outstanding work.
C. It was determined that the digital board calendar invites for the remainder of the year's park board meetings didn't go through. Commissioner Davis resent the invites.
   1. The board will remain flexible based on the fluidity of the pandemic; however, at this time, it was determined that the board will meet virtually for the May meeting and will discuss the possibility of meeting in person beginning with the June meeting.
D. Director Eppink thanked Administrative Secretary Fonner for emailing the board package while Business Manager Chaney was on vacation.
E. Director Eppink reported that, in honor of National Volunteer Week, signs thanking the district's volunteers are displayed in all of the parks, and he will be participating in a virtual volunteer thank-you event later in the day. Director Eppink thanked the board members for their help and support since he became director.
F. Chairman Neate commented on the Friends of the Parks' generous donation of ice rescue equipment to the ranger department.

X. ADJOURNMENT

A. There being no further business for discussion, Chairman Neate declared the meeting adjourned at 9:46 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 49.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

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