MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

April 16, 2024

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:33 a.m. at Oenslager Nature Center, 6100 Ridge Road, Sharon Township, Ohio.

B. Roll Call

1. Roll call showed Chairman Neate, Commissioner Davis, and Commissioner Venner present. Also in attendance were Director Eppink, Development Coordinator Peacock, Park Planner Kleshinski, Administrative Secretary Schrader, Business Manager Chaney, and Legal Counsel Holland. Guests included former park district director Tom James, Al and Debbie Horning, Barbara McGrath, John Sandora, and Jill Heck.

II. APPROVAL OF MINUTES

A. March 20 and March 29, 2024

1. Commissioner Davis offered a motion approving the minutes of the March 20 and March 29, 2024 meetings with a correction to Page 3 of the March 20 minutes stating that Commissioner Davis seconded the motion for the approval of February vouchers. Commissioner Venner seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Guest Barbara McGrath of Chippewa Lake

1. Ms. McGrath commented that the memo in the March 20 board package regarding lake rights for Chippewa Lake was not clear as to what the dispute is, as Administrative Secretary Schrader has an inventory of residents having lake rights.
2. Ms. McGrath offered the services of an acquaintance who is an attorney and has volunteered to review related Chippewa Lake, Gloria Glens, and Euclid Avenue deeds and docking privileges. Legal Counsel Holland advised Ms. McGrath to have the perspective volunteer contact him.
3. Ms. McGrath noted that in January, the board authorized the director to renew the expired lease with the village of Chippewa Lake regarding beach usage. She asked if the Chippewa Lake lease is going to be extended to a 20-year term to match the Gloria Glens beach lease. Director Eppink responded that the ten-year term had been extended approximately two years ago. He said that he needs to connect with the village mayor and legal counsel to complete the final draft of the lease.
   a. Ms. McGrath left the meeting at this time.

IV. DIRECTOR/STAFF REPORTS

A. Chippewa Lake Docking Overview

1. Tom James, former park district director, and Administrative Secretary Donna Schrader presented the history of the acquisition of Chippewa Lake and the development of the docking program from 2007 through today.
   a. It was suggested that the term "lake rights" be discontinued as all county residents now have free use of Chippewa Lake.
2. Administrative Secretary Schrader explained the historical difference between "lake rights" and "docking privileges" and shared the requirements for being able to dock a watercraft on the lake.
3. Director Eppink commented that the park district needs to better define the docking program including the establishment of consistent dock standards for structure construction, repair, and replacement and who may have the ability to dock a watercraft on the lake overnight. The park district needs to determine how the docking program will function.
4. Commissioner Venner offered kudos to Administrative Secretary Schrader for her meticulousness in managing the Chippewa Lake docking program and records.
5. It was suggested that, rather than the park district paying a considerable amount of money to research potentially hundreds of deeds to ascertain the existence of any possible deeded rights regarding the lake and docking, the burden could be placed on the residents . . . if a resident feels s/he has deeded "rights," then that resident could bring his/her deed in for review. This way, the park district can move forward in establishing written rules for its docking program, and if it is ever determined that a particular deed entitles the owner to an additional "right," the park district can honor that person's "right" as an exception to the program.
6. Chairman Neate said that he appreciates Mr. James' and Ms. Schrader's comments and information. The park board's objective is to continue to move forward to create a more logical, efficient, and streamlined program.
   a. Mr. James, Administrative Secretary Schrader, and Guest Jill Heck left the meeting at this time.

B. Director's Updates

1. Allardale Playscape
   a. The design-build team of Davey Resource Group and Marks Construction mobilized the first week of April and broke ground on the long-awaited playscape. Staff has met with an Allard family representative to review initial plans. The Allard family is contributing $250,000 toward the project. The park district is holding the three days leading up to Labor Day weekend for a ribbon-cutting event with commissioners and members of the Allard family.
2. Membership Agreement with Friends of the Parks, Inc.
   a. Director Eppink is looking to provide the board with an agreement between the park district and Friends of the Parks for Development Coordinator Peacock to manage membership data for the Friends. The Friends would pay the annual cost of donor/development software and the coordinator's dues for membership in several philanthropic groups.

3. Killbuck Lakes Master Plan
   a. Director Eppink said that development of a master plan for Killbuck Lakes is on the park district's 2024 project list. Prior to development of the plan, he intends to ask the Natural Resources Assistance Council, which reviews and scores Clean Ohio grant applications, for guidance on mountain bike trails as all but one of the Killbuck properties were acquired with Clean Ohio funding at a time when mountain bike trails were not permitted on Clean Ohio sites. The ability to develop mountain bike trails at Killbuck, which is heavily disturbed, and the soils there are very impacted, would influence the master plan.
4. Park Police Update
   a. There has been a 400-hour police officer position available for which Chief Swinehart has been contacting local agencies and officers to no avail. So few hours make the position challenging to fill. Director Eppink made the decision post a true part-time position at 1,040 hours per year. He has reached out to various agencies to make the availability known, and the vacancy has been posted online.
5. Park Police Headquarters
   a. Director Eppink reported that renovations of the former Schleman house into a headquarters building for the park police department began this past winter. A summer move-in is anticipated. Director Eppink asked if any of the commissioners are interested in individually seeing the building.
6. "On the Right Path"
   a. Director Eppink reported that he will be co-leading a walk the second Saturday of each month from May through October at 11 a.m. with Leadership Medina County Director Jennifer Bilek. The hikes are "excuses" to get fresh air and network with other leaders. The first location is River Styx Park in Guilford Township.
7. Watercraft Officer
   a. Director Eppink reported that one MCPD police officer will be named the "go-to" or primary police officer for the 2024 boating season. He also reported that he recently signed a two-year special-use permit for the Chippewa Lake Ski Team's use of Chippewa Lake.
8. Chippewa Updates
   a. Director Eppink reported that a new, approximately 46" x 52" Chippewa Lake map is being fabricated for installation at the park district's two public access points. In addition, Chippewa-specific rules signs, approximately 11" x 17", will be posted at the park district's access points in the two villages.
   b. Marketing Coordinator Teubl is creating on-site QR codes, and the new website, ChippewaLakeOhio.com, which will go live by May 1.
   c. Director Eppink reported that Deb Green of ODNR has a public hearing at Buffalo Creek Retreat scheduled the evening of Wednesday, May 8 regarding the updated Chippewa Lake rules. Director Eppink also presented new Ohio Revised Code requirements for advertising the updated rules.

d. Commissioner Davis asked where at the boat ramp the sign for not parking in the grass has been installed. Director Eppink reported that the sign has yet to be installed as he and Maintenance Superintendent Hokes need to determine the location for the sign.
e. Chairman Neate asked, and Director Eppink replied, that the buoys have not been reset as of yet.
f. Chairman Neate asked as to pricing for purchasing and installing security cameras at the boat ramp, Lake Medina, and Carolyn Ludwig Mugrage parks. Director Eppink replied that the cameras will cost approximately $6,000 each, and he is soliciting quotes from contractors for running the necessary electricity and installing the light poles at the various sites. Lake Medina and Carolyn Ludwig Mugrage will be done first as they will be less costly.

9. Development Coordinator Peacock reported that a Friends of the Parks Trustees' meeting is scheduled for April 17. She will provide updates at the May park board meeting.
10. Park Planner Kleshinski reported that he was recently contacted by Medina County resident Don Dotson regarding the use of onion bags for litter control as part of a local reuse/recycle program. The program is highly successful out West. A structure containing empty onion bags is mounted on a post, and park users can pull an onion bag to collect trash as encountered in a park site or on a body of water. Park Planner Kleshinski will be meeting with Mr. Dotson to discuss the program in more detail; however, he is thinking of mounting one of the structures near the boat dock at Killbuck Lakes. As the project sponsor, Mr. Dotson would be responsible for keeping the structure filled with onion bags.

C. Monthly Report
1. Director Eppink provided the March 2024 monthly report for the board's perusal.

D. Departmental Activities
1. March 2024
a. Director Eppink provided the March 2024 departmental activity report for the board's review.

V. FINANCIAL REPORTS

A. Cash Balance Statement
1. The March 2024 cash balance statement was presented for the board's perusal.
a. Business Manager Chaney explained that the general fund cash balance was significantly higher in 2023 than in 2024 as the park district received its tax revenue in mid-March in 2023 but not until mid-April in 2024.

B. Cash Flow Statement
1. The March 2024 cash flow statement was presented for the board's review.

C. Expense Report #1
1. January, February, March 2024
a. Expense Report #1 for January, February, and March 2024 was presented to the board.

D. Quarterly Credit Card Report #1
   1. January, February, March 2024
      a. Quarterly Credit Card Report #1, 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 #24-007, March 2024 Vouchers
      a. Commissioner Davis offered a motion approving Resolution #24-007, payment of the March 2024 vouchers, as presented. Chairman Neate seconded; the motion unanimously carried.

F. Guest John Sandora
   1. Mr. Sandora commented that Land Steward Travis Morton recently provided a well-attended, excellent program to the village regarding natural resource project updates, etc.

VI. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session for the discussion of land acquisition and for the purpose of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Commissioner Davis seconded; the motion unanimously carried.
   1. All guests left the meeting at this time.
   2. Development Coordinator Peacock and Park Planner Kleshinski left the meeting at the conclusion of the land acquisition discussion.

B. Chairman Neate offered a motion that the board move into regular session. Commissioner Davis seconded; the motion unanimously carried.
   1. Development Coordinator Peacock and Park Planner Kleshinski returned to the meeting.

C. The following motions were made as a result of Executive Session discussions.
   1. Chairman Neate offered a motion authorizing the director to accept a donation of approximately 21.62 acres of land in Montville Township without guarantees regarding future improvements. Closing costs shall be paid by the park district from fund 3403-7800-50790. Commissioner Davis seconded; the motion unanimously carried.
   2. Commissioner Davis offered a motion authorizing the director to amend the 2023 purchase agreement for approximately 640 acres of land in Liverpool Township to eliminate a +/- 6.08-acre parcel from the contract. The multiple purchases shall be contingent upon Clean Ohio funding, with the district's expenditures being paid from fund 3403-7800-50790. Chairman Neate seconded; the motion unanimously carried.
   3. Commissioner Venner offered a motion authorizing the director to purchase +/- 269 acres of land in Liverpool Township with $1.9 million in Clean Ohio funding. The balance of the purchase, including closing costs, shall be paid by the park district from fund 3403-7800-50790. Commissioner Davis seconded; the motion unanimously carried.

VII. OLD BUSINESS

A. No Old Business was presented for discussion.

VIII. NEW BUSINESS

A. Easement for Lake Medina Greenway Connector Path
   1. Commissioner Davis offered a motion authorizing the director to execute a permanent trail easement, to be drafted by legal counsel, providing MCPD with the ability to build and maintain a paved connector path from the Lake Medina Greenway to the Waterford Village apartments on State Route 18. The easement will be recorded with the Medina County Recorder's Office. Chairman Neate seconded; the motion unanimously carried.

B. First Amendment to Lease with Chippewa Yacht Club
   1. Commissioner Davis offered a motion authorizing the director to execute the First Amendment to the Lease with Chippewa Yacht Club to reduce the club's annual lease payment to $5,000 per year, effective in 2025, pending probate court approval. Commissioner Venner seconded; the motion unanimously carried.

C. Lease with the Chippewa Lake Historical Society
   1. Chairman Neate offered a motion authorizing the director to work with legal counsel to draft an agreement for the Chippewa Lake Historical Society's lease of the park district's house at 7464 Lake Road in Chippewa Lake for use as a small museum with an outdoor exhibit space and trailhead per the terms presented to the board and for the director to bring the agreement forward for ratification once executed by the park district and the Chippewa Lake Historical Society. The agreement will require probate approval, and it will not be recorded with the Medina County Recorder's Office. Commissioner Venner seconded; the motion unanimously carried.

D. Main Drive Public Road Dedication
   1. Commissioner Davis offered a motion ratifying the 2023 Main Drive dedication plat, from Lake Road to the roundabout, and authorizing the director to execute the necessary documents to dedicate Main Drive and the remaining acreage, from the roundabout to the cul-de-sac, as a public street to be maintained by Lafayette Township, contingent upon probate court approval. Commissioner Venner seconded; the motion unanimously carried.

E. Communications Tower Easement for First-Responder, EMA Radio Traffic
   1. Chairman Neate offered a motion authorizing the director to offer a 30-year license to the Medina County Sheriff's Office and the Medina County Emergency Management Agency for the purpose of constructing and maintaining a communications tower for first-responder radio traffic as presented, including an end-of-license option for the park district to either have the agencies remove or leave the structure at the park district's discretion. The license shall be contingent upon probate court approval, and it will be recorded with the Medina County Recorder's Office. Commissioner Davis seconded; the motion unanimously carried.

F. Re-advertising the Buckeye Woods Barn Renovation and New Shelter Project
   1. Chairman Neate offered a motion authorizing the re-advertisement of the Buckeye Woods Barn Renovation and New Shelter project for public bid with an updated engineer's estimate of $575,000. Commissioner Venner seconded; the motion unanimously carried.

G. Lester Rail Trail Stone Resurfacing 2024
   1. Commissioner Davis offered a motion authoring the director to enter into a contract with Albrecht Trucking Co., Inc. for the Lester Rail Trail Stone Resurfacing Project at the not-to-exceed amount of $38,000. Commissioner Venner seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. No comments were offered.

X. ADJOURNMENT

A. There being no further business to conduct, Chairman Neate declared the meeting adjourned at 12:24 p.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 53.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK
DIRECTOR