MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

August 17, 2022

I. CALL TO ORDER

A. Vice-Chairman de Luna called the meeting to order at 8:30 a.m. at park headquarters, 6364 Deerview Lane, Medina, Ohio.

B. Roll Call

1. Roll call showed Vice-Chairman de Luna and Commissioner Neate present. Also in attendance were Director Eppink, Planning & Operations Manager Smith, Development Coordinator Peacock, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. July 20, 2022

1. Commissioner Neate offered a motion approving the minutes of the July 20 meeting as presented. Vice-Chairman de Luna seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Director Eppink provided a letter he had received prior to the meeting requesting that the park district sell all or a part of the former Oldfield property to a neighboring resident. The board asked the director to respond to the resident explaining that the park district is unable to sell property to an individual without going through a public bidding process requiring park board and Medina County Probate Court approval. As this property was acquired with grant funds, deed restrictions were placed on the property that would also require approval from the state – providing the same restrictions were placed on another property of equal or lesser value.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

1. The July 2022 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The July 2022 cash flow statement was presented for the board's review.

C. Approval of Vouchers

1. Resolution #22-013, July Vouchers
   a. Vice-Chairman de Luna offered a motion approving Resolution #22-013, payment of the July 2022 vouchers, as presented. Commissioner Neate seconded; the motion unanimously carried.

D. Appropriation Transfer

1. July 28, 2022
   a. Vice-Chairman de Luna offered a motion ratifying the July 2022 appropriation transfer as presented. Commissioner Neate seconded, the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates

1. Director Eppink reported that the two H2Ohio groundbreaking events were cancelled due to the ODNR director's schedule. Two sites, Kennard Road and Litchfield Wetlands, are in the permitting stage. One site, Chippewa Inlet, is in the design stage. The amusement park site will be of focus closer to the year's end.
2. Director Eppink reported that the Plum Creek Greenway dedication has been rescheduled for Tuesday, September 6 at 9:30 a.m. The county's bike task force and the Northern Medina County Chamber Alliance have been invited as well as city officials.
3. Director Eppink reported that, in April, the board authorized entering into an agreement with Friends of Medina County Parks, Inc. for up to $95,000 for the Granger Wetlands Covered Bridge project. Due to bidding thresholds, legal counsel advised not to expend more than $50,000. The Friends Trustees will fund the difference–with the park district paying $49,900. The project has been on hold for two years due to COVID, supply chain issues, and the bid threshold; however, work will begin shortly.
4. Director Eppink reported that a few after-hours activities have been scheduled for staff: a tour of Allardale North (Oldfield) on Wednesday, September 7 at 6 p.m. and a tour of the Loveland Farm on Wednesday, September 21 at 6 p.m.
5. Director Eppink reported that the park district is still searching for a park planner. There are also vacancies for a police officer and a park laborer. The administrative secretary position has been filled.
6. Director Eppink reported that the Plum Creek Greenway was scheduled for paving on August 17, and the contractor expects to have the project completed by August 19.
7. Vice-Chairman de Luna asked about the timing of the Chippewa Lake Main Drive project. Director Eppink replied that the culvert bridge will begin this month, and the road to the gate will be paved later this year. Commissioner Neate asked as to the road width and right of way. Planning & Operations Manager Smith replied that the road is 20 feet wide.

VI. OLD BUSINESS

A. No Old Business was presented for discussion.

VII. NEW BUSINESS

A. Request for Qualifications (RFQ) 2022-001 – Approval of the 2022-2023 List of Qualified Professional Design Firms for Projects with Design Fees Less Than $50,000

1. Commissioner Neate offered a motion approving the 2022-2023 List of Qualified Professional Design Firms for Projects with Design Fees Less Than $50,000, as presented, for a period of one year, expiring August 31, 2023, in accordance with ORC 153.71. Vice-Chairman de Luna seconded; the motion unanimously carried.

B. Mud Lake Mitigation Project
   1. Vice-Chairman de Luna offered a motion authorizing the director to execute all required documents, contingent on legal counsel review, to enter into a license agreement with EnviroScience, Inc. for construction and management of a mitigation bank on the park district's Mud Lake Road property, to have a conservation easement held by West Creek Conservancy resulting in additional protections to the restored site, and further authorizing the business manager to create a new fund in 2023 for the Mud Lake Mitigation Project. Commissioner Neate seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

A. Vice-Chairman de Luna offered a motion that the board move into executive session for the discussion of land acquisition and pending litigation. Commissioner Neate seconded; the motion unanimously carried.
B. Following discussion, Vice-Chairman de Luna offered a motion that the board move into regular session. Commissioner Neate seconded; the motion unanimously carried.
C. The following motions were made as a result of Executive Session discussion.
   1. Vice-Chairman de Luna offered a motion adopting Resolution #22-014 as presented and authorizing the director to sign the pledge agreement with Foote Ridge, LLC. All closing costs are to be paid by the park district from fund 3403-7800-50790. Further, the gift shall be contingent upon approval by the Medina County Probate Court. Commissioner Neate seconded; the motion unanimously carried.
   2. Commissioner Neate offered a motion authorizing the director to purchase approximately 1.0801 acres of land in Lafayette Township at a cost of $10,000 to be paid by the park district from fund 3403-7800-50790, with closing costs to be split between the seller and the park district. Vice-Chairman de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Neate commented that he has been receiving great feedback from the community regarding the park district.

X. ADJOURNMENT

A. There being no further business for discussion, Vice-Chairman de Luna declared the meeting adjourned.

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 51.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

IDS/pbc