MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

February 19, 2020

I. CALL TO ORDER

A. Chairman de Luna called the meeting to order at 8:30 a.m. at Medina County Park District Headquarters, 6364 Deerview Lane, Medina, Ohio.

B. Roll Call

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

II. APPROVAL OF MINUTES

A. January 15, 2020

1. Commissioner Davis offered a motion approving the minutes of the January 15, 2020 meeting as presented. Commissioner Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present.

IV. EXECUTIVE SESSION

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

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

C. Commissioner Davis offered a motion authorizing the director to purchase approximately 30 acres of land in Lodi in 2021 contingent upon award of a Clean Ohio grant, with local funds being paid from park district fund 3403-7800-50790. Closing costs will be split between the buyer and seller. Chairman de Luna seconded; the motion carried. Commissioner Neate abstained from the vote.

V. FINANCIAL REPORTS

A. Cash Balance Statement

1. The cash balance statement could not be presented as January financial data wasn't available from the Medina County Auditor's office.

B. Cash Flow Statement

1. The cash flow statement could not be presented as January financial data wasn't available from the Medina County Auditor's office.

C. Approval of Vouchers
1. Resolution #20-003, January 2020
a. Chairman de Luna offered a motion approving Resolution #20-003, payment of the January 2020 vouchers, as presented. Commissioner Neate seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Report
1. Monthly Report
a. Director Eppink provided the January 2020 monthly report for the board's perusal.

B. Departmental Activities
1. Director Eppink provided the January 2020 Departmental Activity Report for the board's review.

C. Director's Updates
1. Plum Creek Greenway Phase 1
a. Director Eppink reported that the city of Brunswick was awarded a $301,000 Recreational Trails grant to complete Phase 1 of the Plum Creek Greenway project. The estimate for construction of Phase 2 is $668,000. The city has requested 40 percent of the local match, $67,200, from the park district.
2. TLCI Planning Study
a. Director Eppink reported that the planning study grant the park district had applied for from NOACA last year was not funded.
3. Park Rules
a. Director Eppink reported that the recently revised park rules have been advertised as required and will become effective on February 20, ten days after the publication of the first legal notice.
4. FOTP Endowment Fund
a. Director Eppink reported that the administrative staff is participating in fundraising program in which blue jeans can be worn to work on Fridays in exchange for a $1 donation per Friday to the FOTP endowment fund.
5. WC Interpretive Panels
a. Director Eppink presented slides of the various wetland, monarch, and pollinator interpretive panels installed along the trails at Alderfer-Oenslager Wildlife Sanctuary.
6. Leadership Medina County – Emerging Leaders
a. Director Eppink reported that a few staff members attended Park Planner Bondi's graduation ceremony from Leadership Medina County's Emerging Leaders program.
7. September Events
a. Director Eppink asked the board members to save two upcoming dates.
1. Wednesday, September 9 at 1 p.m. at Wolf Creek – Staff, FOTP Trustees, and park board members are invited to participate in a 55th anniversary photo taken by drone. An all-park staff meeting will follow.
2. Thursday evening, September 17 at Buffalo Creek – Staff is planning a dinner to commemorate the park district's 55th anniversary as a way to look back and look ahead.

8. Back-up Legal Counsel
   a. Director Eppink reported that he met with Attorney Dan Calvin of Critchfield, Critchfield, & Johnston. Atty. Calvin is interested in serving as the park district's back-up legal counsel and will attend the regular March board meeting.

VII. OLD BUSINESS

A. Holiday Pay Policy
   1. Commissioner Davis offered a motion approving the revised Holiday Pay policy as presented. Commissioner Neate seconded; the motion unanimously carried.

VIII. NEW BUSINESS

A. Work Hours Policy
   1. Chairman de Luna offered a motion approving the revised Work Hours policy as presented. Commissioner Davis seconded; the motion unanimously carried.

B. 2020 Capital Projects List
   1. Chairman de Luna offered a motion approving the 2020 Capital Projects list as presented and authorizing the director to proceed with any project costing $10,000 or less. Commissioner Davis seconded; the motion unanimously carried

C. Purchase of Vehicles
   1. Commissioner Davis offered a motion authorizing acceptance of the lowest and best quotes for the purchase of three vehicles as presented: a 2020 four-wheel drive work truck from Medina Auto Mall for $27,032; a 2020 Chrysler mini-van from Medina Auto Mall for $26,162; and a 2020 Ford Explorer road-ready cruiser from Statewide for $37,999, and further authorized the director to advertise for bids and sell the units scheduled for replacement this year. Commissioner Neate seconded; the motion unanimously carried.

D. Plum Creek Greenway Phase 2, Local Match
   1. Chairman de Luna offered a motion authorizing the director to execute a letter of intent to ODNR committing the park district to payment of $67,200 (40 percent) of Brunswick City's local match for an ODNR Recreational Trails grant for Phase 2 construction of the Plum Creek Greenway project. Commissioner Neate seconded; the motion unanimously carried.

E. Lake Medina Parking and Trail Improvements
   1. Commissioner Davis offered a motion authorizing the director to advertise for public bids for construction of the Lake Medina parking and trail improvements project for a period of six weeks as required by law. Commissioner Neate seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Neate and Planning Manager Smith discussed the possibility of a purchaser of vacant land near parkland being interested in assisting the park district with connectivity.

B. Commissioner Davis asked if the Ravago construction project next to the Medina Creative Therapy Ranch has been completed. Director Eppink reported that phase one of the project is mostly done, and he has not received any complaints from anyone at the therapy ranch. He will follow up with the construction company regarding installation of required landscaping between the two sites.

X. ADJOURNMENT

A. There being no further business for discussion, Chairman de Luna declared the meeting adjourned at 9:51 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 48.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR