MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

January 23, 2024

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 10 a.m. at Oenslager Nature Center, 6100 Ridge Road, Sharon Township, Ohio.

B. Roll Call

1. Roll call showed Chairwoman Davis, Commissioner Neate, and Commissioner Venner present. Also in attendance were Director Eppink, Park Planner Kleshinski, Development Coordinator Peacock, Park Police Officer Kellar, Business Manager Chaney, and Legal Counsel Holland. Guests included Barbara McGrath and John Sandora of Chippewa Lake.

C. Legal Counsel Holland noted that today's meeting was scheduled for 8:30 a.m.; however, due to an ice emergency, the meeting was delayed for 90 minutes–until 10 a.m. Attempts were made to make the public aware of the delay as social media postings were made by 7:15 a.m., and a staff member had been at the nature center since 6 a.m. in the event that any guests arrived for the meeting at its previously scheduled time.

II. APPROVAL OF MINUTES

A. December 13, 2023

1. Commissioner Neate offered a motion approving the minutes of the December 13, 2023 meeting as presented. Commissioner Venner seconded; the motion unanimously carried.

III. ELECTION OF OFFICERS

A. Resolution #24-001

1. Chairwoman Davis offered a motion nominating Commissioner Neate to serve as board chair for 2024 and Commissioner Venner to serve as vice chair for 2024. Commissioner Neate seconded; the motion unanimously carried.

IV. PUBLIC PARTICIPATION

A. Guest Barbara McGrath of Chippewa Lake thanked Director Eppink, Business Manager Chaney, Administrative Secretary Schrader, and Legal Counsel Holland for their prompt responses to her requests for public records and other information.

1. Ms. McGrath stated that, based on her review of board minutes/packages since the purchase of Chippewa Lake in 2007, it was her opinion that various board/director communications have left certain items related to the operation of Chippewa Lake open to interpretation, which has added to some of the public confusion about docking. Ms. McGrath requested no action by the board; she provided a handout listing some of the confusing items to the board.

a. Director Eppink responded that, in addition, when new homeowners, realtors, and property owners make assumptions, it is easy for the complicated issues to become confusing.

2. The board thanked Ms. McGrath for providing the information, and Director Eppink stated that both he and Legal Counsel Holland are happy to have further conversations with her.

B. John Sandora of Chippewa Lake acknowledged and thanked Chairman Neate for his time and effort in meeting and working with the Chippewa Lake Stakeholders Committee.
   1. Chairman Neate reported that the committee has met three times, so far, and has another two meetings scheduled before it presents management recommendations to the director about proposed rule changes for the lake.

V. FINANCIAL REPORTS

A. Cash Balance Statement
   1. The December 2023 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement
   1. The December 2023 cash flow statement was presented for the board's review.

C. Expense Report #4
   1. Expense Report #4 for the period January - December 2023 was presented to the board.

D. Approval of Vouchers
   1. Resolution #24-002, December 2023 Vouchers
      a. Commissioner Davis offered a motion approving Resolution #24-002, payment of the December 2023 vouchers, as presented. Commissioner Venner seconded; the motion unanimously carried.

E. Quarterly Credit Card Report #4
   1. October, November, December 2023
      a. Quarterly Credit Card Report #4, 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.

F. Cash Transfer
   1. Resolution #24-003
      a. Commissioner Davis offered a motion approving Resolution #24-003, the cash transfer of the balances of capital funds 3405, 3407, 3410, and 3413 to the general fund and declaring the capital funds dormant. Commissioner Venner seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. As follow up to a question from Commissioner Venner last month, Director Eppink reported that the 2023 Budget showed a zero balance in the 50610 audit line of the general fund in error. Expenses for the 2020/2021 audit were absorbed in the 2023 Budget, and the 2024 Budget includes $11,000 for the 2022/2023 audit.

2. Director Eppink reported that he received word just before Christmas that the Clean Ohio Trails Fund (COTF) will award the Wolf Creek Greenway project a $216,000 reimbursable grant. Combined with ARPA funding from the county commissioners, this trail project in Sharon Township has $416,000 in grant support. The park district has budgeted $950,000 for the project, including design/engineering and permitting.
3. Director Eppink reported that, with the COTF award, the park district and its partners have now secured more than $12 million in grants since 2019, mostly for land acquisition, restoration, and trail construction.
4. Director Eppink reported that six of the "top" applicants for the deputy director position have been identified by him, Commissioner Venner, and Business Manager Chaney. He will conduct phone interviews with each of the six applicants before scheduling in-person interviews with several of them.
5. Director Eppink reported that he and Administrative Secretary Schrader recently met virtually with Mayor Joanne Dodaro and Councilwoman Tamitha Sorgi from Chippewa Lake to discuss the possibility of having the village manage the docking program for its residents, similar to what Gloria Glens does for its people.
6. Director Eppink reported that the Chippewa Lake shoreline ten-year lease with the village of Chippewa Lake is expired, and the village law director asked wether the board would consider a longer lease period for the renewal. The board would like to see the lease terms before deciding a term limit but, generally, isn't opposed to a longer lease period. Chairman Neate suggested drafting the renewal in a fashion similar to that of the Gloria Glens lease and then offering a longer term for each lease.
7. Director Eppink reported that the park district is a sponsor of the Medina Half Marathon and 5K. A portion of the 2024 half-marathon course travels through Lake Medina, as it has for years. The park district will cross-promote the race on social media, sharing locations to walk or run a 5K in the park district at your own pace and on your own time as a way to train and build confidence. The race will include the park district's logo on its website and on the race T-shirt. In addition, the race has generously offered 10 free registrations for MCPD employees and a 20-percent discount code for family members. The race is Saturday, May 25, 2024.
8. Business Manager Chaney shared that the June park board meeting was scheduled on Wednesday, June 19, which is the Juneteenth holiday. Rather than hold the meeting on a holiday, the board adjusted the meeting date to Tuesday, June 18–at 8:30 a.m. at Oenslager Nature Center.
9. Development Coordinator Peacock reported that she and Marketing Coordinator Teubl are continuing to work with Proximity Marketing to build a website for the Friends of the Parks. Completion is anticipated during the first quarter of this year.
10. Park Planner Kleshinski reported that he is continuing to line up projects for the summer.

B. Monthly Report
   1. December 2023
      a. Director Eppink provided the December monthly report for the board's perusal.

C. Departmental Activities
   1. December 2023
      a. Director Eppink provided the December departmental activity report for the board's review.

VII. OLD BUSINESS

A. No Old Business was presented for discussion.

VIII. NEW BUSINESS

A. Amendments to Lease Agreements with Friends, Cathy's House
   1. Chairman Neate offered a motion authorizing the drafting and execution of amendments to the lease agreement with Friends of Medina County Parks, Inc. and the lease with Cathy's House to include use of Wells Cottage and the Cathy's House-Hope Recovery Community merger, with support from legal counsel. The amendments will not be recorded nor require probate approval. Commissioner Venner seconded; the motion unanimously carried.

B. Easement with Deborah Williamson
   1. Chairman Neate offered a motion authorizing the director to enter into an access easement with Deborah Williamson, the owner of parcels 020-10D-29-004 and 020-10D-30-023, both of which are east of the donated Smykal property, pending legal counsel review and contingent upon probate court approval. The easement will be recorded.

C. Ratification of 2024 Budget with Carryovers
   1. Commissioner Venner offered a motion ratifying the 2024 Budget as presented with actual cash carryover figures. Commissioner Davis seconded; the motion unanimously carried.

D. Updated Arbor Falls Agreement
   1. Chairman Neate offered a motion authorizing the director to execute an updated agreement with *Arbor Falls Golf Master Association, Inc.*, formerly Arbor Falls Golf, LLC, and including the homeowners association, *Fairway Landing Homeowners' Association, Inc.*, pending legal counsel review and contingent on probate court approval, prior to the transfer of a new .57-acre parcel of land north of SR 162 (i.e., where the Medina Country Club's tennis courts used to be) to build a parking lot for the park district's multipurpose Chippewa Rail Trail. The updated agreement will not be recorded. Commissioner Davis seconded; the motion unanimously carried.

E. Lake Medina Greenway Public Bid Advertisement
   1. Commissioner Davis offered a motion approving Park Planner Kleshinski's request to advertise for public bid the Lake Medina Greenway project. Chairman Neate seconded; the motion unanimously carried.

F. Rivendell Nature Preserve Public Bid Advertisement
   1. Chairman Neate offered a motion approving Park Planner Kleshinski's request to advertise for public bid the Rivendell Nature Preserve project when final plans are submitted by Davey Resource Group. Commissioner Davis seconded; the motion unanimously carried.

IX. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session for the discussion of land acquisition and pending litigation. Commissioner Davis seconded; the motion unanimously carried.
   1. Guests Barbara McGrath and John Sandora, Development Coordinator Peacock, Park Planner Kleshinski, and Officer Kellar left the meeting at this time.

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.

X. COMMISSIONERS' COMMENTS

A. Commissioner Venner appreciated the director keeping him up-to-date on the comments and concerns regarding the proposed Chippewa Lake rules updates. He viewed the Medina County Commissioners' meeting where Director Eppink updated the commissioners on the situation. It was apparent that the park district is attempting to facilitate lake access for all.

B. Director Eppink appreciates the board's flexibility and willingness to delay the meeting due to the ice emergency.
   1. Chairman Neate commented that it was the right call.

C. Chairman Neate commented that the Chippewa Lake Stakeholders Committee is comprised of good people who are all invested in improving management of the lake.

XI. ADJOURNMENT

A. There being no further business for discussion, Chairman Neate declared the meeting adjourned at 11:34 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 53.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR