MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

July 15, 2020

I. CALL TO ORDER

A. Chairman de Luna called the meeting to order at 8:30 a.m. at Buffalo Creek Retreat, 8708 Hubbard Valley Road, Seville, 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; Legal Counsel Holland; and guests Jacob Motrunecs, a student at Kent State University, and Dan Calvin of Critchfield, Critchfield, & Johnson.

II. APPROVAL OF MINUTES

A. June 17, 2020 Meeting

1. Commissioner Neate offered a motion approving the minutes of the June 17, 2020 meeting as presented. Commissioner Davis seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present, and no questions or comments were received via email prior to the meeting.

B. Director Eppink introduced Jacob Motrunecs, a parks and recreation student at Kent State University who is completing a 60-hour practicum at MCPD this summer.

C. Director Eppink introduced Dan Calvin, an attorney with Critchfield, Critchfield, & Johnson. Mr. Calvin is interested in serving as an alternate attorney for the park district should Legal Counsel Holland be unavailable.

D. Director Eppink reported that since the park district closed on the amusement park property, he has received no shortage of ideas for the site in addition to several *thank-yous* from the community.

IV. FINANCIAL REPORTS

A. Cash Balance Statements

1. The June 2020 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The June 2020 cash flow statement was presented for the board's review.

C. Approval of Vouchers

1. Resolution #20-011, June 2020

a. Chairman de Luna offered a motion approving Resolution #20-011, payment of the June 2020 vouchers, as presented. Commissioner Davis seconded; the motion unanimously carried.

D. Quarterly Expense Report #2
   1. April, May, June 2020
      a. Quarterly Expense Report #2 for April, May, and June 2020 was presented to the board.

E. Quarterly Credit Card Report #2
   1. April, May, June 2020
      a. Quarterly Credit Card Report #2, representing credit cards held during the second quarter of 2020, 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. 2021 Tax Budget
   1. Chairwoman Davis offered a motion approving the 2021 Tax Budget as presented. Chairman de Luna seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

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

B. Departmental Activities
   1. Director Eppink provided the June departmental activity report for the board's review.

C. Director's Updates
   1. Director Eppink reported that several individuals are currently below the low end of the salary ranges approved by the board late last year. He is in the process of correcting this.
   2. COVID-19 Updates
      a. Drinking fountains will remain closed through the end of the year as they cannot be disinfected hourly or even daily.
      b. Nature centers will remain closed. There are a few school field trips scheduled for the fall, but we don't know if schools will resume in the fall and/or if the fields trips would take place.
      c. Headquarters remains closed to the public for in-person business.
      d. Existing reservations for open-air shelters resumed July 1 with renters signing hold-harmless waivers written by legal counsel. No new reservations will be taken for the remainder of 2020.
      e. Existing enclosed-facility reservations may resume August 1 with renters signing hold-harmless waivers and paying for professional disinfecting services following their events.
      f. Director Eppink provided updates regarding the former amusement park property.
         1. He has spoken with representatives of the Chippewa Yacht Club regarding its continued presence at the lake and will be working with the group to renew its lease.
         2. He has spoken with the Chippewa Historical Society regarding interpretive ideas for future programs.

3. He has spoken with the owners of the Oaks Lakeside Restaurant to share the park district's plans for the area.
4. He has spoken with ODNR, Anthony Gonalez's office, and Lafayette Township Trustee Lynda Bowers regarding grant funding for clean up and restoration work.

3. Director Eppink expressed his disappointment with an article that appeared in last week's *Gazette* based on information sent to the paper by BlueGreen Technologies implying that Chippewa Lake is algae free due to BlueGreen's chemical application last year. He is concerned that this story could hinder the park district's ability to apply for and receive grant assistance to deal with the source of the problem. Director Eppink and the natural resource department will be working with the *Gazette* to provide additional information.
4. Commissioner Neate asked Director Eppink if he received feedback from Medina Creative Housing regarding completion of the Ravago project by Geis Construction. Director Eppink said that there is an open line of good communication with the ranch and that he has not received any feedback about the project. He shared that Medina Creative Housing is mowing the site per a plan agreed upon by the park district.

VI. OLD BUSINESS

A. No old business was presented for discussion.

VII. NEW BUSINESS

A. Cleaning and Disinfecting Enclosed Facilities
   1. Commissioner Neate offered a motion authorizing the director to institute new terms related to cleaning and disinfecting enclosed rental facilities that require renters to sign liability waivers and to pay Mark's Cleaning Service in advance of their reservations through 2021 or until no longer necessary. Commissioner Davis seconded; the motion unanimously carried.

B. 2020 Revised Pay Structure
   1. Chairman de Luna offered a motion approving the 2020 Revised Pay Structure as presented to merge the Planning and Operations Manager positions and create the position of Maintenance Superintendent. Commissioner Davis seconded; the motion unanimously carried.

C. Employee Stipends
   1. Commissioner Neate offered a motion approving the Employee Stipends policy, a formalized program to encourage staff training and development, as presented. Chairman de Luna seconded; the motion unanimously carried.

D. Donation of Vehicle
   1 Commissioner Davis offered a motion approving the donation of the park district's 2017 Ford Explorer Interceptor, which is scheduled to be removed from the fleet this year, to the Ross County Park District. Chairman de Luna seconded; the motion unanimously carried.

E. Granger Wetlands Wildlife Sanctuary – Parking Lot Development
   1. Chairman de Luna offered a motion to accept the lowest and best quote of $17,840 for all earthwork and materials as submitted by Mark's Construction for construction of an entry drive and parking lot at Granger Wetlands Wildlife Sanctuary. Commissioner Davis seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

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

IX. COMMISSIONERS' COMMENTS

A. No comments were offered.

X. ADJOURNMENT

A. There being no further business for discussion, Chairman de Luna declared the meeting adjourned at 9:24 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

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