MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

July 22, 2021

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:40 a.m. at Medina County Park District Headquarters, 6364 Deerview Lane, Medina, Ohio 44256.

B. Roll Call

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

II. APPROVAL OF MINUTES

A. June 16, 2021

1. Commissioner de Luna offered a motion approving the minutes of the June 16, 2021 meeting as presented. Commissioner Davis seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

1. The June 2021 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The June 2021 cash flow statement was presented for the board's review.

C. Quarterly Expense Report #2

1. Quarterly Expense Report #2 for April, May, and June 2021 was presented to the board.

D. Quarterly Credit Card Report #2

1. Quarterly Credit Card Report #2, representing credit cards held during the second quarter of 2021 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 #21-013, June 2021
   a. Chairman Neate offered a motion approving Resolution #21-013, payment of the June 2021 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.

F. Cash Transfers

1. Resolution #21-014
   a. Commissioner de Luna offered a motion approving Resolution #21-014 representing first-half cash transfers totaling $355,000 from fund 3400 to the various capital accounts as budgeted. Commissioner Davis seconded; the motion unanimously carried.

G. 2022 Tax Budget
   1. Chairwoman Davis offered a motion approving the 2022 Tax Budget as presented. Chairman de Luna seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. Staff Members
      a. Director Eppink reported that Interim Foreman Larry Funai has been promoted to the foreman position. Larry has been with MCPD since 2005.
      b. Park Planner Hayley Bondi has resigned to accept a position with the city of Fort Wayne in her home state of Indiana. Her last day is July 30.
      c. Julia Klepach is the new resource management specialist. She has previously worked for BSA Environmental Services and the Northeast Ohio Regional Sewer District.
   2. Chippewa Lake
      a. Director Eppink reported that the open house to discuss the master plan was held July 21 at The Oaks Lakeside. Approximately 154 people attended over the course of the two-hour open house. An online survey is live through month's end to capture ideas and opinions about Chippewa Lake.
      b. The Chippewa Yacht Club recently donated a Cobra-brand marine VHF radio, model 350 FLT, so the club may easily communicate with rangers during CYC programs. The radio is valued at more than $100.
   3. GWWS Covered Bridge
      a. The 163-acre Granger Wetlands Wildlife Sanctuary is still not open to the public. The delay is the covered bridge. The latest quote for materials and construction – with a donated roof – is +$170,000. The Friends of Medina County Parks has committed $108,000 toward the project. Director Eppink may return to the board seeking the difference between the two amounts to move the project forward.

B. Monthly Report
   1. June 2021
      a. Director Eppink provided the June monthly report for the board's perusal.

C. Departmental Activities
   1. June 2021
      a. Director Eppink provided the June departmental activity report for the board's review.
      b. Planning & Operations Manager Smith reported that Brunswick City has begun the Plum Creek Greenway project. He is working to refine the park district's portion of the project due to high materials costs and to begin clearing trees yet this fall.

VI. OLD BUSINESS

A. Lease with Cuyahoga Astronomical Association
   1. Commissioner Davis offered a motion ratifying the park district's ten-year lease with the Cuyahoga Astronomical Association for operation of the observatory at Letha House Park, contingent upon approval by the Medina County Probate Court. The lease will not be recorded with the Medina County Recorder's Office. Commissioner de Luna seconded; the motion unanimously carried.

VII. NEW BUSINESS

A. Changes to Absenteeism, Holiday Pay, Leaves of Absence, and Sick Leave Policies
   1. Commissioner de Luna offered a motion approving updates to the park district's Absenteeism, Holiday Pay, Leaves of Absence, and Sick Leave policies as presented. Commissioner Davis seconded; the motion unanimously carried.

B. Authorization to Sell Approximately 2.86 Acres in Brunswick
   1. Chairman Neate offered a motion to approve Resolution #21-015 as presented.

Resolution #21-015
Sale of 2.85 Acres in Brunswick, Ohio

Whereas, MCPD was gifted two parcels of land from the Medina County Commissioners in 1972 consisting of approximately 2.86 acres in Brunswick (PPN: 001-02A-23-005; 003-18A006-308) at the intersection of Wolff Drive and Substation Road (the Property); and

Whereas, the Property is currently surrounded by single-family homes and has never been developed for park use; and

Whereas, MCPD has thoroughly examined the Property and has determined that it does not have significant potential for providing opportunities for education, conservation, or the protection of natural resources; nor does it present opportunities for connecting other land suitable for park purposes; and

Whereas, the Property is not necessary for the purposes for which it was acquired;

Therefore, it is hereby resolved to authorize the Director to seek cancellation of the existing stormwater lease with the city of Brunswick, and, thereafter, to seek approval from the Medina County Probate Court for the sale of the Property described above. Upon receiving approval from the Probate Court, MCPD shall then sell the property to the highest and best bidder for a minimum bid of $10,000, pursuant to the procedure provided in Ohio Revised Code Sec. 1545.12.

   2. Commissioner de Luna seconded; the motion unanimously carried.

C. Chippewa Inlet Trail North – Approval of Design Services Contract for Barn Restoration and Shelter
   1. Commissioner Neate offered a motion approving the selection of Domokur Architects to provide design services for the Chippewa Inlet Trail North Barn Restoration and Shelter project with up to $300,000 being paid on behalf of the park district by Lafayette Township through a State Capital Improvement Program (SCIP) grant. Commissioner de Luna seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

A. Commissioner Neate offered a motion that the board move into executive session for the discussions of land acquisition and employee compensation. Commissioner de Luna seconded; the motion unanimously carried.

B. Following these discussions, Chairman Neate offered a motion that the board move into public session. Commissioner de Luna seconded; the motion unanimously carried.

C. Motions as a Result of Executive Session

1. Commissioner de Luna offered a motion authorizing the director to swap land with a private property owner in Lafayette Township. In exchange for three parcels totaling two-tenths of an acre, the park district will receive a new parcel totaling more than one acre. The parcels to be traded are 020-10D-52-055, -056, and -057. All closing costs and the cost of surveys and legal descriptions will be paid by the park district from fund 3403-7800-50790. The land swap is contingent upon approval by the Medina County Probate Court. Commissioner Davis seconded; the motion unanimously carried.
2. Commissioner Davis offered a motion authorizing the director to swap land with private property owners in the Village of Chippewa Lake. In exchange for two parcels totaling one-tenth of an acre, the park district will receive four parcels totaling a little less than one-quarter of an acre. The four parcels to be received are 020-10D-38-067, -071, -073, and -077. The parcels to be traded are 020-10D-38-080 and -081. All closing costs are to be paid by the property owners receiving the two parcels. The land swap is contingent upon approval by the Medina County Probate Court. Chairman Neate seconded; the motion unanimously carried.
3. Chairman Neate offered a motion authorizing the director to purchase approximately 3.9 acres in Brunswick from fund 3403-7800-50790. All closing costs and the cost of surveys and legal descriptions will be paid by the park district. Commissioner de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Davis commented that, when visiting Hubbard Valley, she heard favorable remarks about the new playground and saw several children playing on the unit.

B. Chairman Neate commented that the Chippewa Lake public meeting went well. Though the spread of misinformation continues in the community, it is apparent that people care about what the park district is doing. It is good that the park district continues to release accurate information.

C. Director Eppink thanked the board members for all they do throughout the year and, especially, for participating in today's three-hour meeting!

X. ADJOURNMENT

A. There being no further business for discussion, Chairman Neate declared the meeting adjourned at 11:26 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 49.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

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