MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

March 22, 2023

I. CALL TO ORDER

A. Commissioner Davis called the meeting to order at 8:34 a.m. at Medina County Park District Headquarters, 6364 Deerview Lane, Medina, Ohio.

B. Roll Call

1. Roll call showed Commissioner Davis and Commissioner Neate present. Also in attendance were Planning & Operations Manager Smith, Development Coordinator Peacock, Business Manager Chaney, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. February 15, 2023

1. Commissioner Neate offered a motion approving the minutes of the February 15, 2023 meeting as presented. Commissioner Davis seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present, and Planning & Operations Manager Smith didn't receive any related emails prior to the meeting.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

1. The February 2023 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The February 2023 cash flow statement was presented for the board's review.

C. Approval of Vouchers

1. Resolution #23-005, February 2023 Vouchers
   a. Commissioner Davis offered a motion approving Resolution #23-005, payment of the February 2023 vouchers, as presented. Commissioner Neate seconded; the motion unanimously carried.

D. Ratification of Appropriation Transfer

1. February 20, 2023 Transfer in Fund 3400
   a. Commissioner Davis offered a motion ratifying the February 20, 2023 appropriation transfer within Fund 3400 as presented. Commissioner Neate seconded; the motion unanimously carried.

E. Cash Transfer

1. Resolution #23-006, Transfer into Fund 3403
   a. Commissioner Davis offered a motion approving Resolution #23-006, a cash transfer into Fund 3403, as presented. Commissioner Neate seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. Planning & Operations Manager Smith reported of three recent hires: Park Laborer Tristan Vaughan, Park Police Officer Tom Carrell, and Park Police Officer Nathan May. He also shared that the candidate for the park planner position recently declined an offer of employment..
   2. Planning & Operations Manager Smith reported that Phase II of the Plum Creek Greenway will begin soon. Tree clearing should be completed by next week. All Phase II work will be paid by the city of Brunswick with funds awarded through the Clean Ohio program.
   3. Planning & Operations Manager Smith reported that the park district received three new fleet trucks that were ordered more than a year ago.
   4. Commissioner Neate asked about the Allardale playscape meeting. Planning & Operations Manager Smith reported that a mock up of the proposed playground was presented, and all in attendance support the direction of the project.

B. Monthly Report
   1. Planning & Operations Manager Smith provided the February monthly report for the board's perusal.

C. Departmental Activities
   1. February 2023
      a. Planning & Operations Manager Smith provided the February departmental activity report for the board's review.
      b. Development Coordinator Peacock shared the list of invitees to the May 7 fund-raiser kickoff. She asked board members and legal counsel for assistance in providing missing email addresses.

VI. OLD BUSINESS

A. No Old Business was presented for discussion.

VII. NEW BUSINESS

A. State Capital Grant for Buckeye Woods Park Barn
   1. Commissioner Davis offered a motion authorizing the director to execute a contract with the Ohio Department of Natural Resources to receive approximately $300,000 in state capital dollars for improvement of the barn in Buckeye Woods Park adjacent to the trail head for the Chippewa Inlet Trail's north parking lot and for Legal Counsel Holland to execute the accompanying attorney certification. Commissioner Neate seconded; the motion unanimously carried.

B. Chippewa Inlet North Barn Project Construction Bid Advertisement
   1. Commissioner Davis offered a motion approving the request to advertise for public bid for construction of the Chippewa Inlet North Barn project. Commissioner Neate seconded; the motion unanimously carried.

C. Approval of Clean Ohio Trail Fund Application: Wolf Creek Greenway Trail Phase I
   1. Commissioner Davis offered a motion authorizing the director to apply to the Clean Ohio Trail Fund for up to the maximum award of $500,000 for the design and construction of the Wolf Creek Greenway Trail Phase 1 project and to obligate the funds necessary to complete the project. Commissioner Neate seconded; the motion unanimously carried.

D. City of Medina Multi-use Path Plan
   1. Commissioner Neate offered a motion authorizing the director to contribute $5,000 to the city of Medina's Multi-use Path Plan to study ways to improve non-motorized transportation and connect to destinations, public spaces, transit, and regional trails, which may include an extension of the Chippewa Rail Trail and the possibility of bringing the Lester Rail Trail closer to the city. Commissioner Davis seconded; the motion unanimously carried.

E. RFQ/RFP #2022-02 H2Ohio Chippewa Lake Wetland Restoration Design-Builder Selection
   1. Commissioner Davis offered a motion authorizing the director to enter into a design-build contract with the top-ranked design build team, Biohabitats, Inc., for design and construction of the H2Ohio Chippewa Lake Wetland Restoration project in an amount not to exceed $620,000 and subject to review and approval by legal counsel as to form. Commissioner Neate seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

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

B. Commissioner Davis offered a motion that the board move into regular session. Commissioner Neate seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. No comments were offered.

X. ADJOURNMENT

A. There being no further business for discussion, Commissioner Davis declared the meeting adjourned at 9:38 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 52.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

ISAAC D. SMITH
PLANNING & OPERATIONS MANAGER

pbc