MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

May 15, 2024

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:35 a.m. at Oenslager Nature Center, 6100 Ridge Road, Sharon Township, Ohio.

B. Roll Call
   1. Roll call showed Chairman Neate, Commissioner Davis, and Commissioner Venner present. Also in attendance were Director Eppink, Park Planner Kleshinski, Business Manager Chaney, and Legal Counsel Holland. Guests included Barbara McGrath and Debbie Horning of Chippewa Lake.

II. APPROVAL OF MINUTES

A. April 16 and May 1, 2024
   1. Commissioner Davis offered a motion approving the minutes of the April 16 and May 1, 2024 meetings as presented. Commissioner Venner seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No comments were offered from the public.

IV. FINANCIAL REPORTS

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

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

C. Approval of Vouchers
   1. Resolution #24-008, April 2024 Vouchers
      a. Chairman Neate offered a motion approving Resolution #24-008, payment of the April 2024 vouchers, as presented. Commissioner Venner seconded; the motion unanimously carried.

D. Cash Transfers
   1. Resolution #24-009
      a. Commissioner Davis offered a motion approving Resolution #24-009, cash transfers, as presented. Chairman Neate seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates

1. Director Eppink reported that staff training sessions will be held at Buffalo Creek Retreat this fall for the discussion of mission, vision, values, and more. Half of the staff will attend on September 19, and the other half will attend on September 24 so as not to interrupt day-to-day operations throughout the district.
2. Staff field trips will be scheduled for October to offer staff members the opportunity to visit new properties and project sites.
3. Restoration of the former amusement park property has begun and is scheduled to be substantially completed by June 30. Trees will be planted, and seeding will take place this fall. The director will seek board authorization to begin the design-build process for Phase 1 public access improvements later this summer. Construction should begin in early 2025.
4. Director Eppink reported that the deputy director candidate accepted the park district's offer of employment and will begin on June 24. He thanked Commissioner Venner and Business Manager Chaney for their participation in the interview process.
5. Director Eppink offered kudos to Marketing Coordinator Teubl for assisting with a number of new projects the last few months–Chippewa maps, ChippewaLakeOhio.com, new park signs, and more.
6. The director invited board members and Legal Counsel Holland to attend the staff picnic scheduled for Wednesday, May 22 at Buffalo Creek Retreat.
7. Commissioner Davis asked the director how the development software and data entry are coming along. He replied that Development Coordinator Peacock is ready to go with the software but needs additional information as to the Friends of the Parks Trustees' expectations. They are scheduled to meet with the trustees to discuss membership and donor items. Director Eppink also shared that he and Development Coordinator Peacock met with the director of the Medina County Community Foundation to discuss donor opportunities. They expect to have a follow-up meeting in June.

B. Staff Updates

1. Business Manager Chaney thanked Maintenance Superintendent Hokes for his assistance in selling three fleet vehicles, two 2011 trucks and a 2012 truck, by sealed public bid for just under $10,000. Four new vehicles were purchased, two trucks, a police cruiser, and a compact SUV for the director's use, at a total cost well under budget.
2. Park Planner Kleshinski reported that he and Maintenance Superintendent Hokes met with the sponsor of the onion bag litter prevention program (as first reported at last month's board meeting) at Killbuck Lakes. A location was selected, and the dispenser and bags have been installed.
3. Park Planner Kleshinski reported that Phase 1 of the Lester Rail Trail resurfacing project was recently completed by Mark Albrecht. Albrecht resurfaced approximately .7 miles of trail starting at Abbeyville Road. This will be an ongoing project moving forward.

4. Park Planner Kleshinski reported that six proposals were received from vendors on the board-approved "Under 50" list to provide inspection services for six of the park district's bridges. The park district will proceed with the lowest and best proposal as submitted by Hammontree & Associates at $5,400 to provide the bridge inspection services.
    a. Chairman Neate recommended proposing a multi-year contract for, perhaps, better pricing.

C. Monthly Report
1. The April 2024 Monthly Report was presented for the board's review.

D. Departmental Activities
1. The April 2024 Departmental Activity Report was presented for the board's perusal.

VI. OLD BUSINESS

A. No Old Business was presented for discussion.

VII. NEW BUSINESS

A. Demolition at Lake Medina
1. Chairman Neate offered a motion ratifying the director's decision to award the demolition of the house at Lake Medina to Dobson Excavating at a cost of $21,000. Commissioner Davis seconded; the motion unanimously carried.

B. Demolition at Little Killbuck Creek Wetlands
1. Chairman Neate offered a motion authorizing the director to award the Little Killbuck Creek Wetlands demolition project for removal of a home, several outbuildings, and debris from park property to the contractor proposing the best and most complete pricing at an anticipated cost over $20,000 with board ratification of the selection at the following meeting. Commissioner Davis seconded; the motion unanimously carried.

C. Expiring Lease with Columbia Gas, TC Energy
1. The director provided information regarding the upcoming January 2026 expiration of a park district lease with Columbia Gas executed in 2006 for a "gas storage field" of a product in an underground cavern at Lester Rail Trail. Columbia Gas has contacted the park district for renewal of the lease; however, as written, Legal Counsel Holland feels the document offers little protection to the park district.
    a. The board advised the director to continue to gather information as to what is being stored underground–natural gas, a byproduct, or something else--and to determine what happens to the product if the park district chooses not to renew the lease. Director Eppink will report findings to the board an at upcoming meeting.

D. Killbuck Lakes Master Plan
1. Commissioner Davis offered a motion authorizing the director to solicit proposals for the Killbuck Lakes master plan project from the park district's board-approved "Under 50" list at a cost up to $45,000 with the top proposal subject to ratification by the board at a future meeting. Chairman Neate seconded; the motion unanimously carried.

E. Playground at River Styx Park
   1. Chairman Neate offered a motion authorizing the director to purchase a playground, with features as presented, for River Styx Park from Snider Recreation at a cost not to exceed $52,000. Commissioner Davis seconded; the motion unanimously carried.

F. Chippewa Lake Birding & Bridle Trail Parking Lot Project
   1. Commissioner Davis offered a motion pre-approving the director's request to enter into a contract with the contractor offering the most cost-effective and best quote for construction of the Chippewa Lake Birding & Bridle Trail Parking Lot project at a cost not to exceed $70,000, with the top proposal subject to ratification by the board at a future meeting. Chairman Neate seconded; the motion unanimously carried.
      a. Guest Barbara McGrath left the meeting at this time.

G. H2Ohio Project Nomination--Sharon Nature Preserve Wetlands
   1. No action was taken as result of this discussion.

H. Sub-recipient Grant for Wolf Creek Greenway
   1. Commissioner Davis offered a motion authorizing the director to execute the Sub-recipient Grant with Medina County Commissioners, pending legal counsel review and approval, for receipt of $400,000 in American Rescue Plan Act (ARPA) dollars for use toward the park district's design and construction of the proposed one-mile Wolf Creek Greenway asphalt trail connecting Sharon Township's Community Park with, eventually, a small parking lot on State Road. Commissioner Venner seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

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

C. The following motions were made as a result of Executive Session discussion.
   1. Chairman Neate offered a motion authorizing the director to pay for half of the survey costs and one-hundred percent of the recording fees to resolve a property boundary discrepancy in Lafayette Township from fund 3400-7800-50580 and 3400-7800-50610. Commissioner Davis seconded; the motion unanimously carried.
   2. Commissioner Davis offered a motion authorizing the director to accept a gift of land, approximately 0.47 acres in the city of Brunswick, with closing costs and recording fees paid by the park district from fund 3403-7800-50790, contingent upon information from the city of Brunswick and approval from the Medina County Probate Court. Commissioner Venner seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Venner commented that a friend recently shared his thanks to the park district for the wonderful experience he and his family had at Oenslager Nature Center on Mother's Day.

X. ADJOURNMENT

A. There being no further business to conduct, Chairman Neate declared the meeting adjourned at 10:30 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

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