MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

May 15, 2019

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 8:32 a.m. at Medina County Park District Headquarters, 6364 Deerview Lane, Medina, Ohio.

B. Roll Call

1. Roll call showed Chairwoman Davis, Commissioner de Luna, and Commissioner Neate present. Also in attendance were Director Eppink, Operations Manager Perry, Business Manager Chaney, Legal Counsel Holland, and Guests Mark Krosse and John Sandora of Chippewa Lake.

II. APPROVAL OF MINUTES

A. April 17, 2019

1. Commissioner de Luna offered a motion approving the minutes of the April 17, 2019 meeting as presented. Commissioner Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Guest Mark Krosse thanked Director Eppink for attending and participating in the recent Chippewa Lake Village Council meeting. He reported that, as part of the park district's public warning system for lake useage, the park district has purchased and is installing a flag pole in the village beach area where many more residents will be able to see it. Mr. Krosse thanked Director Eppink and the board members for their responsiveness and support.

IV. EXECUTIVE SESSION

A. Commissioner Neate offered a motion that the board move into executive session for the discussion of land acquisition and pending imminent court action. Commissioner de Luna seconded; the motion unanimously carried. The director, board, and legal counsel moved to the conference room to conduct the executive session discussion.

B. Following executive session discussion, the director, board, and legal counsel returned to the meeting room. Commissioner de Luna offered a motion that the board move into regular session. Commissioner Neate seconded; the motion unanimously carried.

V. FINANCIAL REPORTS

A. Cash Balance Statement

1. The April 2019 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The April 2019 cash flow statement was presented for the board's review.

V. FINANCIAL REPORTS

C. Approval of Vouchers
1. Resolution #19-009, April 2019
   a. Chairwoman Davis offered a motion approving Resolution #19-009, payment of the April 2019 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.
   b. Commissioner Neate commented that it is, perhaps, time to consider increasing rental rates for The Lodge at Allardale and Buffalo Creek Retreat. Director Eppink will review the current rates and bring the matter back to the board.

D. Cash Transfer
1. Resolution #19-010
   a. Chairwoman Davis offered a motion approving Resolution #19-010 as presented to transfer $1.1 million dollars from Fund 3400 to Fund 3403 as budgeted. Commissioner de Luna seconded; the motion unanimously carried.

E. Ratification of Appropriation Transfers
1. Chairwoman Davis offered a motion ratifying appropriation transfers as made in within funds 3401 and 3402 during the month of April. Commissioner de Luna seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Report
1. Monthly Report
   a. Director Eppink provided the April 2019 monthly report for the board's perusal.
   b. Director Eppink presented slides of maintenance workers and the Lake Medina Trail improvements they completed.
   c. Director Eppink presented slides of recently refreshed park district graphics used on the website and in printed materials. He praised Marketing Coordinator Teubl's involvement in this project.
   d. Director Eppink reported that the natural resource team coordinated and conducted a garlic mustard pull. Some of the volunteers involved in the project provided glowing comments about the team members.
   e. Director Eppink shared Park Planner Bondi's map-in-motion depicting development of Medina County vs. open space protection over the years from the 1950s through the current decade.
   f. Director Eppink reported that he met with the Brunswick ad-hoc committee and Brunswick City officials regarding the park district's naturalization plans for Brunswick Lake Park.
   g. Director Eppink invited the board to attend the second all-staff meeting of the year on June 12 at 1 p.m. at Buffalo Creek Retreat.
   h. In response to Commissioner Neate's question at the April meeting regarding the Pubic Entities Pool's (PEP) policy for insuring vacant park district houses/structures, the director reported that PEP doesn't have one.
   i. Director Eppink reported that he is currently conducting an audit of the park district's residential leases and will soon begin updating the agreements.

j. Director Eppink reported that the leadership team participated in a conference call with consultant Chris Belz regarding revision of the park district's compensation philosophy. He expects to receive a report from Belz & Associates by late July or early August.
   1. Director Eppink reported he will be sharing the process with the staff at the all-staff meeting.

k. Director Eppink reported that he anticipates the HQ entryway renovation project to start in June.

l. Director Eppink reported that former park district legal counsel John Jeandrevin has completely retired from practicing law. He reminded the board that it may wish to consider a backup attorney in the event that Legal Counsel Holland is unavailable for any reason.

m. In response to Commissioner de Luna's question about docking issues at Chippewa Lake, the director reported that Administrative Secretary Fonner's time is currently being consumed by the dock program. He provided an example of a recent dock issue between two individuals that required considerable intervention by both he and Administrative Secretary Fonner in addition to multiple meetings, emails, letters, and a ranger presence at the lake during a dock installation.
   1. Director Eppink suggested that, moving forward, the park district needs to reevaluate the existing dock program. He shared a few ideas for consideration at a later date.

n. Commissioner Neate commented that the algal bloom at Chippewa Lake is already escalating. General discussion ensued regarding water testing, and the hope that the bioreactors will provide some measure of improvement.

B. Departmental Activities
   1. Director Eppink provided the April 2019 Departmental Activity Report for the board's review.

VII. OLD BUSINESS

A. Vehicle Purchase
   1. The director reported that local auto dealership Pat O'Brien Chevrolet recently contacted the park district to state that it cannot produce the 2019 fleet truck as approved by the board and ordered in February. Pat O'Brien could sell the park district a non-fleet version of the pickup truck at a cost that exceeds the second lowest quote as received from Medina Auto Mall. Medina Auto Mall states that it is able to honor its quoted price and provide the park district with a 2020 model fleet truck.
      a. Commissioner de Luna offered a motion approving the purchase of a 2020 fleet pickup truck from Medina Auto Mall at the second lowest quoted price of $22,532.50. Commissioner Neate seconded, the motion carried.

B. Credit Card Module
   1. Director Eppink reported that we are still working with Emerge to correct the last few programming errors in the proposed credit card module. The credit card module should be available for use soon.

VIII. NEW BUSINESS

A. Utility Easement off Lake Road Property

1. Chairman Davis offered a motion authorizing the director to execute an easement with First Energy for placement of an anchor wire for a utility pole on park district property immediately north of the Medina Creative Therapy Ranch off Lake Road once the agreement satisfies the park district and is approved by park district legal counsel. Commissioner 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, Chairwoman Davis declared the meeting adjourned at 10:31 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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