MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

November 18, 2019

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 1:32 p.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 Wagner, and Guest Attorney John Bartolotta.

II. APPROVAL OF MINUTES

A. October 16, 2019

1. Commissioner de Luna offered a motion approving the minutes of the October 16, 2019 meeting as presented. Commissioner Neate seconded; the motion unanimously carried.

VII. OLD BUSINESS

A. Alternative Legal Counsel

1. Director Eppink introduced local attorney John Bartolotta for consideration as an alternate/backup legal counsel. Attorney Bartolotta shared background information and his current role as a litigator at Palecek, McIlvaine, Hoffmann & Morse Co., L.P.A. He is interested in serving in a public capacity.

III. PUBLIC PARTICIPATION

A. No members of the public were present.

V. FINANCIAL REPORTS

A. Cash Balance Statement

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

B. Cash Flow Statement

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

C. Approval of Vouchers

1. Resolution #19-020, October 2019
   a. Commissioner Neate offered a motion approving Resolution #19-020, payment of the October 2019 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.

D. Ratification of Appropriation Transfer

1. October 29, 2019
   a. Commissioner de Luna offered a motion ratifying the appropriation transfer made within Fund 3402 on October 29, 2019 as presented. Commissioner Neate seconded; the motion unanimously carried.

b. Guest William Shook arrived at this time.

III. PUBLIC PARTICIPATION

B. Guest William Shook

1. Mr. Shook shared with the board that the Ohio Department of Natural Resources District 3 has a mobile kitchen with staff who will attend events to demonstrate how to cook game. He thought, perhaps, this activity would fit into the park district's Pioneers in the Park program.
2. Mr. Shook informed the board that, each year, a portion of the collected federal excise tax is returned to local governments based on sales of licenses in the county. Public agencies can request a portion of the funds to use for projects provided the agencies absorb 25 percent of the cost of the projects.
3. Mr. Shook and his friends would like to see an archery range constructed within the park district and a skating rink like the one created each year by the Seville Fire Department.
4. Director Eppink commented that he is aware there are some state monies available. He explained that an archery range is on the park district's current project list. Though the project isn't a priority at this time, possible locations for the archery range have been discussed.

VIII. NEW BUSINESS

A. Encroachment Policy

1. Chairwoman Davis offered a motion approving the encroachment policy as presented. Commissioner de Luna seconded; the motion unanimously carried.

B. Public Records Policy

1. Chairwoman Davis offered a motion approving the updated public records policy as presented. Commissioner de Luna seconded; the motion unanimously carried.

C. 2020 Budget

1. Director Eppink summarized the changes in the proposed 2020 Budget from the current year. He reported that the cost of Lake Guard Blue treatment for Chippewa Lake has not yet been reflected in the natural resource line. The document will be refined, the equipment line will be adjusted, and the final draft of the 2020 Budget will be presented to the board for approval at the December 4 meeting.

IV. EXECUTIVE SESSION

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

1. The board, director, legal counsel, and business manager moved to the upstairs conference room.
2. Guests William Shook and Attorney John Bartolotta left the meeting at this time.

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

C. The following motions were made as a result of the executive session discussion.
   1. Commissioner de Luna offered a motion authorizing the director to purchase approximately three acres of land in Sharon Township for up to $5,000 per acre and for the park district to pay the closing costs, the cost of the boundary survey, and the cost of new legal descriptions. Funds for this purchase will come from 3403. Chairwoman Davis seconded; the motion unanimously carried.
   2. Commissioner de Luna offered a motion authorizing the director to sign an agreement with Western Reserve Land Conservancy (WRLC) to acquire approximately 22.77 acres of land in Medina. WRLC will charge the park district five percent on the sale price to assist with the acquisition, which may include grant applications and conservation easements. The director is required to ask for board authority to purchase the property once the appraisal has been completed. Chairwoman Davis seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Report
   1. Director Eppink reported that the new planning manager, Isaac Smith, will be starting on December 16, 2019.
   2. Director Eppink reported that the bio-reactors were removed from Chippewa Lake in October as the wake was causing some damage to the equipment, and they weren't proving to be effective at that location. IMET may be interested in introducing the bio-reactors at either Lake Medina or Brunswick Lake.
   3. Director Eppink reported that the Medina Uncorked Wine Festival will be held at Buffalo Creek Retreat on July 24 and 25. Hubbard Valley will be used as the shuttle location.
   4. Director Eppink updated the board on the park district's application to NOACA for a Transportation for Liveable Communities Initiative grant to conduct a planning study. He reported that the park district's presentation to the committee was cancelled one week prior to the date with little explanation. As he had collected letters of support from Wadsworth, Medina, and Brunswick, Director Eppink is planning to schedule meetings with community representatives who are interested in working together without the grant.
   5. Director Eppink updated the board on the first year of the Lunch & Learn program. Two programs have been held to date with a total of 19 attendees, and a third will be held in December.
   6. Director Eppink reported that, as result of the Belz & Associates compensation study, the Leadership Team identified *Integrity, Transparency, Sustainability, Communication,* and *Collaboration* as the park district's core values. These values have been defined, and printed copies have been placed in each work location. The Core Values document will also be placed in the employee handbook and on the website.
   7. Director Eppink presented an updated organizational chart. The board liked the new design.

8. Director Eppink reported that the park district is installing updated plastic "lumber" entry signs at park sites. The new signs reflect the refreshed logo and will, eventually, offer consistency among the parks. He shared a slide of the sign recently installed at Green Leaf Park.

B. Monthly Report
   a. Director Eppink provided the October 2019 monthly report for the board's perusal.

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

IX. COMMISSIONERS' COMMENTS

A. Commission de Luna commented that the NEOLS Halloween miniature train ride program went well.

B. Chairwoman Davis asked if Medina Creative Housing has recently been in touch with the park district. Director Eppink reported that Ravago installed the new entry drive and parking lot for the therapy ranch. He received a call last week from a Medina Creative Living representative reporting standing water. Director Eppink passed on contact information for both Ravago and Geiss Construction.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis declared the meeting adjourned at 3:51 p.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.

Kathleen E Davis

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

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