MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

November 19, 2021

I. CALL TO ORDER

A. Chairman Neate called the meeting to order at 8:37 a.m. at Medina County Park District Headquarters, 6364 Deerview Lane, Medina, Ohio 44256.

B. Roll Call

1. Roll call showed Chairman Neate and Commissioner Davis present. Also in attendance were Director Eppink, Planning & Operations Manager Smith, Business Manager Chaney, Legal Counsel Holland, and Mayor Robert Geissman of the village of Lodi.

II. APPROVAL OF MINUTES

A. October 21, 2021

1. Commissioner Davis offered a motion approving the minutes of the October 19, 2021 meeting as presented. Chairman Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Mayor Robert Geissman, village of Lodi

1. Mayor Geissman updated the park board as to the status of the village's 14-acre property purchase adjacent to the ~35.1 acres being purchased by the park district. Director Eppink provided a similar update regarding the park district's purchase.
2. Mayor Geissman asked the purpose of the park district's potential 67-acre purchase of land within the village. Director Eppink replied that the purpose for the possible purchase is for conservation and recreation as per the park district's mission. Discussion ensued regarding Lodi's residential zoning of the property, the village's desire for economic development within the community, and improved communications between the village and the park district regarding potential land acquisition within the village.
3. Mayor Geissman submitted a written public records request for a variety of park district documents that will be fulfilled within a reasonable time frame.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

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

B. Cash Flow Statement

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

C. Approval of Vouchers

1. Resolution #21-021, October 2021
   a. Chairman Neate offered a motion approving Resolution #21-020, payment of the October 2021 vouchers, as presented. Commissioner Davis seconded; the motion unanimously carried.

D. Second-Half Transfers
   1. Resolution #21-021
      a. Commissioner Davis offered a motion approving budgeted second-half transfers from the general fund into various capital funds as presented. Chairman Neate seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. COVID Updates
      a. Director Eppink reported that masks continue to be required to enter park headquarters and the nature centers.
   2. Chippewa Lake Updates
      a. Director Eppink reported that three public sessions were held at Buffalo Creek Retreat for input on the Chippewa Lake Master Plan, and a webinar was held a few days later. Approximately 130 people attended the in-person sessions, and 23 people attended via the webinar. Mostly positive feedback was received in addition to a few lake-capacity questions.
      b. An online public survey is available on the park district's website. To date, approximately 160 responses have been received.
   3. Vacation Sell Back
      a. Director Eppink reported that five people sold back a combined 112 hours of vacation time at a cost of $3,146.08. Last year, four people sold back 88 hours at a cost of $2,125.68.
   4. Job Vacancies
      a. Director Eppink reported that we currently have two full-time positions posted online – police officer and park planner. The development coordinator position will be posted next week. There is also a park laborer vacancy that has yet to be posted.
   5. January 2022 Board Meeting Date
      a. The January 2022 board meeting was scheduled for Wednesday, January 19 at 8:30 a.m. at park headquarters. The complete 2022 meeting schedule will be presented for the board's consideration at the December meeting.

B. Monthly Report
   1. October 2021
      a. Director Eppink provided the October monthly report for the board's perusal.
      b. Chairman Neate commented that he received great feedback regarding the paving of the Killbuck Lakes parking lot.

C. Departmental Activities
   1. October 2021
      a. Director Eppink provided the October departmental activity report for the board's review.

VI. OLD BUSINESS

A. Easement for Subdivision

1. Chairman Neate offered a motion authorizing the director to enter into an agreement granting Arbor Falls an easement for a cart path to cross the Chippewa Rail Trail south of SR 162, and, in exchange, the park district will accept a small parcel of land on which to build a parking lot for the Chippewa Rail Trail. The written agreement is pending Legal Counsel Holland's review. Commissioner Davis seconded; the motion unanimously carried.

VII. NEW BUSINESS

A. Gift of Land in Westfield Center and Westfield Township

1. Commissioner Davis offered a motion authorizing the director to finalize the pledge agreement with Ms. Diane (Dedee) O'Neil to accept the donation of 202.89 acres of land in Westfield Center and Westfield Township, with all closing costs paid by the park district from fund 3403-700-50790. The agreement will be reviewed by Legal Counsel Holland and is contingent upon approval by the Medina County Probate Court. Chairman Neate seconded; the motion unanimously carried.

B. Lease with Feeding Medina County

1. Commissioner Davis offered a motion authorizing the director to enter into a ten-year lease with Feeding Medina County for the nonprofit's use of approximately four acres of land in Harrisville Township, PPN 013-14A-35-003. The document will be reviewed by Legal Counsel Holland and is contingent upon approval by the Medina County Probate Court though the lease will not be recorded with the Medina County Recorder's Office. The final lease will be brought before the board for ratification. Chairman Neate seconded; the motion unanimously carried.

C. Lease with Northeastern Ohio Live Steamers

1. Chairman Neate offered a motion authorizing the director to execute a ten-year lease agreement with the Northeastern Ohio Live Steamers for its continued use of ~15 acres of land at Lester Rail Trail for the operation of a miniature railway. The agreement, drafted by Legal Counsel Holland, is contingent upon approval by the Medina County Probate Court though it will not be recorded with the Medina County Recorder's Office. Commissioner Davis seconded; the motion unanimously carried.

D. Plum Creek Greenway

1. Chairman Neate offered a motion authorizing Planning & Operations Manager Smith to advertise for public bids for construction services to improve the park district's quarter-mile trail segment of the Plum Creek Greenway project within Plum Creek Park. Commissioner Davis seconded; the motion unanimously carried.

E. 2022 Budget

1. The first draft of the park district's 2022 budget was presented to the board for review.

VIII. EXECUTIVE SESSION

A. Chairman Neate offered a motion that the board move into executive session for the discussion of land acquisition and employee compensation. Commissioner Davis seconded; the motion unanimously carried.
   1. Mayor Robert Geissman left the meeting at this time.
   2. Planning & Operations Manager Smith and Business Manager Chaney left the meeting during the employee compensation discussion and returned afterward.

B. At the conclusion of executive session discussions, Chairman Neate offered a motion that the board move to regular session. Commissioner Davis seconded; the motion unanimously carried.

C. The following motions were made as a result of executive session.
   1. Chairman Neate offered a motion approving the employment contract for Business Manager Pamela R. Berry Chaney as presented. Commissioner Davis seconded; the motion unanimously carried.
   2. Commissioner Davis offered a motion approving a revision to pay rates for seasonal employees beginning in 2022. Temporary, seasonal staff in operations, natural resources, and interpretation shall be paid $12/hour, and the planning seasonal shall be paid up to $15/hour. The director and department managers will reserve the right to update seasonal job descriptions as necessary without board approval. Chairman Neate seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. No commissioners' comments were offered.

X. ADJOURNMENT

A. There being no further business for discussion, 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 49.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

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