MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

November 16, 2022

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 8:31 a.m. at park 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, Business Manager Chaney, Administrative Secretary Bower, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. October 26, 2022

1. Commissioner Neate offered a motion approving the minutes of the October 26, 2022 meeting as presented. Commissioner de Luna seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Director Eppink introduced Administrative Secretary Bower to the board. Ms. Bower has been with the park district since September 6 and previously worked for the village of Seville.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

1. The October 2022 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The October 2022 cash flow statement was presented for the board's review.

C. Approval of Vouchers

1. Resolution #22-019, October Vouchers
   a. Chairwoman Davis offered a motion approving Resolution #22-019, payment of the October 2022 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.

D. Ratifications of Appropriation Transfers

1. November 2022
   a. Commissioner de Luna offered a motion ratifying the November 2022 appropriation transfers within the general and natural resource restoration funds as presented. Commissioner Neate seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates

1. Job Updates
   a. Director Eppink reported that the park district still has several vacancies in the planning, park police, and maintenance departments.

2. 2022 OPRA Awards of Excellence
   a. Director Eppink reported that the park district's monthly food distribution partnership with Feeding Medina County won the first-place award in the Health and Wellness Programs & Events category of the 2022 OPRA Awards of Excellence program. A press release was issued, and the award will be presented in conjunction with the 2023 OPRA Conference & Trade Show in January.
3. Judge Dunn to Attend December Board Meeting
   a. Medina County Probate Judge Kevin Dunn will attend the board's December 14 meeting to administer the oath of office to Commissioner de Luna.
4. Director's Review
   a. The board will be conducting the director's annual review soon.
5. OPRA Leadership Summit
   a. Director Eppink reported that Planning & Operations Manager Smith and Development Coordinator Peacock are currently attending the two-day OPRA Leadership Summit in Columbus.

B. Monthly Report
   1. The director presented the October Monthly Report for the board's review.
      a. Commissioner Neate asked about the vandalism reported at Sharon Nature Preserve. The director said that local teenagers were riding four-wheelers on the site and were stopped by the local police. He also reported of vehicles being broken into at Carolyn Ludwig Mugrage Park and Oenslager Nature Center.
      b. General discussion was held regarding administration of the 2023 Chippewa Lake docking program and the park district's adjustment to the mowing pattern at the boat ramp to help control overflow parking along the entry drive.

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

VI. OLD BUSINESS

A. No Old Business was presented for discussion.

VII. NEW BUSINESS

A. Lake Medina Greenway Extension—Professional Design Services
   1. Chairwoman Davis offered a motion authorizing the director to enter into a professional design services agreement with CESO, Inc. for the Lake Medina Greenway Extension project in the amount of $45,300, pending legal review of all contracts as to form. Commissioner de Luna seconded; the motion unanimously carried.

B. Lake Medina Greenway Extension—Professional Geotechnical and Environmental Services
   1. Chairwoman Davis offered a motion authorizing the director to enter into a professional services agreement with Terracon Consultant, Inc. for geotechnical, environmental, and wetland delineation services for the Lake Medina Greenway Extension project at a cost of $12,200, pending legal review of all contracts as to form. Commissioner de Luna seconded; the motion unanimously carried.

C. 2023 Budget
   1. Director Eppink presented a draft of the 2023 Budget for the board's review.

VIII. EXECUTIVE SESSION

A. Chairwoman Davis offered a motion to move into executive session for the discussion of land acquisition and employee compensation. Commissioner de Luna seconded; the motion unanimously carried.
   1. Administrative Secretary Bower left the meeting at this time.
B. Chairwoman Davis offered a motion to move out of executive session. Commissioner de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Neate encouraged the razing of several old homes on park district property during the winter months.
B. Chairwoman Davis commented that the park district's partnership with Feeding Medina is a great collaboration of agencies.
C. Business Manager Chaney reported the continuation of the FY20-21 state audit. The state auditors assigned to the park district are simultaneously working on other agency audits.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis 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 51.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK, DIRECTOR

pbc