MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

October 16, 2019

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 8:30 a.m. at Wolf Creek Environmental Center, 6100 Ridge Road, Sharon Township, 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, Communications Coordinator Gladden, Business Manager Chaney, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. September 18, 2019

1. Commissioner de Luna offered a motion approving the minutes of the September 18, 2019 meeting as presented. Commissioner Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present.

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.

B. Following executive session discussion, Chairwoman Davis offered a motion that the board move into regular session. Commissioner Neate seconded; the motion unanimously carried.

C. The following motion was made as a result of the executive session discussion.

1. Chairwoman Davis offered a motion authorizing the director to offer for sale to the city of Medina, pending approval from the Medina County Probate Court, 3 acres of the 8.29 acres of land recently purchased in Medina city and being known as PPN 028-19C-23-001, subject to compliance with ORC 1545.12(B) that requires notification to both Lafayette Township and the Ohio Department of Natural Resources. Funds from this sale will be deposited into Fund 3403. Commissioner de Luna seconded; the motion unanimously carried.

V. FINANCIAL REPORTS

A. Cash Balance Statement

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

B. Cash Flow Statement

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

C. Quarterly Expense Report #3
   1. Quarterly Expense Report #3 for July, August, and September 2019 was presented to the board.

D. Quarterly Credit Card Report #3
   1. Quarterly Credit Card Report #3, listing the types of credit cards issued on behalf of the park district, the employee positions holding those cards, and the card limits, was presented to the board.

E. Approval of Vouchers
   1. Resolution #19-017, September 2019
      a. Commissioner de Luna offered a motion approving Resolution #19-017, payment of the September 2019 vouchers, as presented. Commissioner Neate seconded; the motion unanimously carried.

F. Resolution Accepting Rates and Amounts
   1. Resolution #19-018
      a. Chairwoman Davis offered a motion approving Resolution #19-018, Accepting the Rates and Amounts for 2020, as presented. Commissioner de Luna seconded; the motion unanimously carried.

G. Cash Transfers
   1. Resolution #19-019
      a. Chairwoman Davis offered a motion approving the budgeted cash transfer amounts as presented. Commissioner Neate seconded; the motion unanimously carried.

H. Ratification of Appropriation Transfer
   1. September 30, 2019
      a. Chairwoman Davis offered a motion ratifying the appropriation transfer made within Fund 3402 on September 30, 2019 as presented. Commissioner Neate seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

A. Director's Report
   1. Director Eppink reported that the recently submitted $436,425 Wolf Creek Greenway grant application was approved by the District 9 NRAC. The park district will be closing on two properties in April.
   2. Director Eppink reported that he, Park Planner Bondi, and Communications Coordinator Gladden will be presenting the Medina County Greenways Study to NOACA on October 31. The project is budgeted at $80,000, and, if awarded, the 20-percent reimbursable grant will fund $64,000 of the cost.
   3. Director Eppink reported that he received and approved four vacation sell-back requests totaling 88 hours at a cost of $2,125.68. The Vacation Sell-Back policy was approved by the board earlier this year.
   4. Director Eppink reported that an estimated 5,000 people attended this year's Pioneers in the Park program. The weather was fabulous with colder temperatures and sunny skies.

5. Director Eppink reported that one candidate stood out above the others during the recent planning manager position interviews. The candidate has been invited to walk an undeveloped property in Sharon Township with members of the interview committee on October 17 and submit a bulleted plan as to how he would develop the site.
6. Director Eppink reported that he, Natural Resource Manager Spetz, and Park Planner Bondi will be meeting with Boris Slogar and Dave Kopchak of Muskingum Watershed Conservancy District on October 21 to discuss how the two agencies can work together to improve the water flowing into Chippewa Lake from property the park district owns north of the lake.

B. Monthly Report
   a. Director Eppink provided the September 2019 monthly report for the board's perusal.
      1. Commissioner Neate commented that the NEOLS miniature train ride program was well attended. The NEOLS group members always host a quality program.

C. Departmental Activities
   1. Director Eppink provided the September 2019 Departmental Activity Report for the board's review.
      a. Commissioner Neate asked about the meeting the director recently had with Jeanne Hurt regarding the Uncorked Medina Wine Festival. Director Eppink shared that the program is a lot of work in addition to making the site unavailable for reservation revenue. The Friends of the Parks received about $3,000 in profit from a raffle. He invited Bloom Event Planners to modify and revise the event by focusing on the profitable aspects of the festival. Ms. Hurt will meet with Director Eppink soon to discuss the future of the program.
      b. Commissioner Neate asked the director if he has received any follow-up contact from the Chippewa Lake stakeholders meeting attendees. Director Eppink replied that he received some information from Senator Obhoff's office regarding funding that may be available to assist with the lake. The director shared that there has been little contact from the Chippewa Lake community recently, perhaps, because lake conditions have been good with no advisories or notifications being sent by the park district.

VII. OLD BUSINESS

A. Additional Legal Counsel
   1. Director Eppink reported that he met with John Bartolotta, who is interested in learning more about the park district. The director invited Attorney Bartolotta to attend the November board meeting.

VIII. NEW BUSINESS

A. Chairwoman Davis offered a motion approving the proposed rental rate changes and refund policies for enclosed facilities and open-air shelters effective November 1, 2019 as presented. Commissioner de Luna seconded; the motion unanimously carried.

B. Naming and Reactivating Fund 3410
   1. Commissioner Neate offered a motion authorizing the director to reactivate and rename park district budget Fund 3410 to "Granger Wetlands" for use in tracking monies restricted to this site per the acquisition agreement with the Stream + Wetlands Foundation and to appropriate the fund as per the proposed 2019 budget page. Commissioner de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. Chairwoman Davis asked why the water level at Hubbard Valley Park is down. The director explained that Muskingum Watershed Conservancy District needed to lower the water level to be able to inspect the pipes and valves used to regulate the level of the lake. The inspection has been done, and we are now waiting for the fall rains to replenish the lake.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis declared the meeting adjourned at 9:18 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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