MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

October 17, 2023

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 Neate, and Commissioner Venner present. Also in attendance were Director Eppink, Park Planner Kleshinski, Business Manager Chaney, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. September 20, 2023

1. Commissioner Davis offered a motion approving the minutes of the September 20, 2023 meeting as presented. Commissioner Neate seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. No members of the public were present, and Director Eppink didn't receive any related emails from the public prior to the meeting.

IV. FINANCIAL REPORTS

A. Cash Balance Statement

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

B. Cash Flow Statement

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

C. Expense Report #3

1. Expense Report #3, representing expenditures January - September 2023 was presented to the board.

D. Credit Card Report

1. July - September 2023
   a. Quarterly Credit Card Report #3, July - September 2023, 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 #23-016, September 2023 Vouchers
   a. Chairwoman Davis offered a motion approving Resolution #23-016, payment of the September 2023 vouchers, as presented. Commissioner Venner seconded; the motion unanimously carried.

F. Resolution #23-017

1. Accepting the Rates and Amounts . . .
   a. Commissioner Davis offered a motion approving Resolution #23-017, *Accepting the Rates and Amounts* . . . for 2024, as presented. Commissioner Neate seconded; the motion unanimously carried.

G. Transfers
   1. Ratification of October 6, 2023 Appropriation Transfer
      a. Commissioner Neate offered a motion ratifying the October 6, 2023 appropriation transfer into fund 3400-7800-50610. Chairwoman Davis seconded; the motion unanimously carried.
   2. Resolution #23-018
      a. Second Half Cash Transfers
         1. Chairwoman Davis offered a motion approving Resolution #23-018, the budgeted second half transfers from the operating fund into the capital accounts, as presented. Commissioner Venner seconded; the motion unanimously carried.

V. DIRECTOR/STAFF REPORTS

A. Director's Updates
   1. Director Eppink shared a thank-you note from Leadership Medina County for a recent park district hike and presentation recently provided to the group.
   2. Director Eppink reminded the board that Granger Wetlands Wildlife Sanctuary will open November 1. As a wildlife sanctuary, bicycles and pets are prohibited. The site has a restrictive conservation easement. Of the 163 acres, 150 were donated by the Stream + Wetlands Foundation in 2019. The park district purchased 13 acres of frontage at the same time. Friends of Medina County Parks, Inc. has invested more than $200,000 in the site to date. The ribbon-cutting/photo-opp will be held October 31 at 10 a.m.
   3. Director Eppink acknowledged Interpretive Services Manager Shelley Tender for her dedication and the tremendous amount of hard work invested in growing native plants from seed and holding an annual Native Plant Sale from which, this year, she was able to donate nearly $11,000 to Friends of Medina County Parks, Inc.
   4. Commissioner Venner stated that he has recently driven past Granger Wetlands Wildlife Sanctuary and noticed how nice it looks.
   5. Staff Reports
      a. Business Manager Chaney reported that a new Xerox network printer/copier has been ordered for the headquarters from ComDoc at a cost of $6,500. This is a followup to last month's report regarding a series of catastrophic breakdowns of the current Canon network printer. The breakdowns began when the copier company provided a generic toner cartridge and culminated with Visual IT/Graphic Enterprises' inability to repair the unit.

B. Monthly Report
   1. Director Eppink presented the September Monthly Report for the board's review.

C. Departmental Activities
   1. Director Eppink provided the September departmental activity report for the board's review.
      a. Chairwoman Davis asked as to park locations where the reported "smash and grabs" have been occurring. Director Eppink replied that these events are, typically, occurring in parks located near highways such as Mugrage, Lake Medina, and Hubbard Valley.

VI. OLD BUSINESS

A. No old business was presented for discussion.

VII. NEW BUSINESS

A. Agreement with Chippewa Yacht Club
   1. This discussion was tabled to the next meeting in order to provide the director an opportunity to ascertain if the yacht club would be interested in administering the docking program for Chippewa Lake. Reducing the staff and board's time in administering the program and resolving docking issues would be of considerable benefit to the park district.

B. Facility Refunds
   1. Commissioner Neate offered a motion authorizing the director to change the refund policy for enclosed facilities, effective November 1, 2023, to withhold 30 percent of the cost to reserve a facility if cancellation is made up to six months in advance of a reservation. No refund will be issued if cancellation is made less than six months in advance of a reservation. Chairwoman Davis seconded; the motion unanimously carried.

VIII. EXECUTIVE SESSION

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

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

IX. COMMISSIONERS' COMMENTS

A. Commissioner Venner commented that he is hearing a lot of good things about the park district and that people are excited about continued development.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis declared the meeting adjourned at 9:50 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 52.

BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT

NATHAN D. EPPINK
DIRECTOR

pbc