MINUTES OF THE

BOARD OF COMMISSIONERS

OF

MEDINA COUNTY PARK DISTRICT

September 18, 2019

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 8:30 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, Operations Manager Perry, Communications Coordinator Gladden, Business Manager Chaney, and Legal Counsel Holland.

II. APPROVAL OF MINUTES

A. August 21, 2019

1. Commissioner de Luna offered a motion approving the minutes of the August 21, 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 personnel employment and land acquisition. Commissioner Neate seconded; the motion unanimously carried. Commissioners, Director Eppink, Legal Counsel Holland, and Business Manager Chaney moved to the conference room where they were joined by Chief Ranger Swinehart.

1. Ranger Swinehart left the meeting after the discussion about employment status.

B. Following executive session discussion, commissioners, Director Eppink, Legal Counsel Holland, and Business Manager Chaney 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 executive session discussions.

1. Commissioner de Luna offered a motion authorizing the director to change the marketing coordinator role from a part-time to a full-time position effective November 1, 2019. Commissioner de Luna seconded; the motion unanimously carried.

2. Commissioner de Luna offered a motion authorizing the director to purchase approximately 13.88 acres of land in Granger Township at a cost not to exceed $100,000 and to split the closing costs with the seller. The park district will pay for the survey required for a parcel split. Funds for this purchase will come from park district fund 3403-7800-0790. Commissioner Neate seconded; the motion unanimously carried.

3. Commissioner de Luna offered a motion authorizing the director to sign a letter of intent to purchase approximately 59.71 acres of land in Granger Township in 2020 contingent on receiving a Clean Ohio grant and to purchase approximately 41 acres in Granger Township in 2021 contingent on receiving a Clean Ohio grant. Closing costs for both purchases are to be split between buyer and seller. Funds for this purchase will come from fund 3403-7800-0790. Chairwoman Davis seconded; the motion unanimously carried.

V. FINANCIAL REPORTS

A. Cash Balance Statement
   1. The August 2019 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement
   1. The August 2019 cash flow statement was presented for the board's review.

C. Approval of Vouchers
   1. Resolution #19-016, August 2019
      a. Chairwoman Davis offered a motion approving Resolution #19-016, payment of the August 2019 vouchers, as presented. Commissioner Neate seconded; the motion unanimously carried.
      b. Chairwoman Davis commented that the front entry renovations look good. Director Eppink reported that Friends of the Parks paid over $7,500 toward the project and is also planning to pay for a few benches that have yet to be installed.

VI. DIRECTOR/STAFF REPORTS

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

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

D. Director's Update
   1. Director Eppink reported that trail improvements have been completed at Buckeye Woods, Letha House, and the wetland loop at Chippewa North.
   2. Director Eppink reported that interviews for the planning manager position are scheduled for next week. The interview committee consists of Director Eppink, Business Manager Chaney, Operations Manager Perry, and Park Planner Bondi
   3. Director Eppink reported that part-time ranger Travis McCourt will start work September 14. Ranger McCourt is a former full-time ranger who left the park district in 2003.
   4. Director Eppink provided details of a meeting he and several staff members had last month with two stakeholders from the village of Chippewa Lake.
      a. The director shared a few development ideas at the meeting – including wetland restoration and a possible trail loop on the west side near Krabill Shelter.

b. The current docking program was discussed; specifically, how much staff time is spent on this privilege that benefits less than one percent of the county population. The director asked whether the villages would consider managing the program for their own respective residents, and the answer was immediate: No.
c. Going forward, as the park district looks to improve awareness of the lake, improve access, and increase visitation, Director Eppink said the docking program may need to be reconsidered.

VII. OLD BUSINESS

A. No old business was presented for discussion.

VIII. NEW BUSINESS

A. 2020 Recommended Pay Structure
   1. Chairwoman Davis offered a motion approving the 2020 Recommended Pay Structure developed by Belz & Associates as presented. Commissioner Neate seconded; the motion unanimously carried.
B. Land Transfer from Stream + Wetlands Foundation
   1. Commissioner de Luna offered a motion authorizing the director to sign an agreement between the Stream + Wetlands Foundation and the park district for the transfer of 150 acres in Granger Township from the Stream + Wetland Foundation as presented. Commissioner Neate seconded; the motion unanimously carried.
C. Additional Legal Counsel
   1. Chairwoman Davis will provide the name of an additional attorney for consideration as "back up" legal counsel should Attorney Holland be unavailable or in the rare instance of a conflict or perceived conflict of interest. The director will meet with the two candidates and report under Old Business at the next meeting.
D. Removal of Houses and Structures
   1. Commissioner de Luna offered a motion authorizing the director to contract with Greg Dobson Excavating for the removal of the Vandemark Road house and structures and the FOP/Baker Sand house at a total cost of $26,600. Funds for these projects will come from fund 3403-7800-0580. Chairwoman Davis seconded; the motion carried. Commissioner Neate abstained from the vote.

IX. COMMISSIONERS' COMMENTS

A. Commissioner Neate reported that he recently spoke with Jill Heck regarding the upcoming conversation about Chippewa Lake scheduled for area stakeholders. She is planning to present the park district with a summary of the history of Muskingum Watershed Conservancy District. Also discussed was the fact that, currently, there isn't a good point of access to the lake.
   1. Director Eppink reported that, due to federal wetland restrictions, the park district applied for and has been waiting for approval from the Army Corps of Engineers to restore/create wetlands between Ballash Road and the western shoreline. Improvements to make access better can follow that work.

2. Commissioner Davis reported that she had shared with Ms. Heck that the intent of the stakeholders meeting is to bring elected individuals together to discuss options and possibilities. The meeting is open to only those who received an invitation to participate.
3. Director Eppink briefly discussed the proposed agenda for the meeting.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis declared the meeting adjourned at 10:06 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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