

**Sandusky County Park District
Board of Park Commissioners Meeting
May 19th, 2021 Regular Meeting
9:00am at River Cliff Lodge
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The Board of Park Commissioners met at River Cliff Lodge on May 19th, 2021 at 9:00 AM.

Roll Call

Commissioner Moore called the meeting to order at 9:03 am. HR Business Manager Christina Warden conducted the roll call showing Commissioners Fails, and Moore was present, Commissioner Lawrence's absence was excused. Andrew Brown, and Christina Warden was in attendance.

Recognition of Visitors/Public Participation/Correspondences: No visitors, included Google search information on White Star.

(1) Motion to enter Executive Session for Land Acquisition was proposed by Mr. Fails, seconded by Mr. Moore and a roll call vote resulted as follows: Fails: Yes, Moore: Yes. The Board entered executive session at 9:10 am.

(2) A motion to re-enter regular session was proposed by Mr. Fails, seconded by Mr. Moore and a roll call vote resulted as follows: Fails: Yes, Moore: Yes. The board re-entered regular session at 9:35 am.

(3) Motion to accept minutes of the April 21, 2021 Regular Meeting was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-yes and 0-no.

Finances

(4) A motion to approve the financial reports was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-yes and 0-no. Copies are included in the Proceedings of the Board of Park Commissioners Journal.

Expenditures were approved as presented.

Credit Card Report: HR Business Manager Christina Warden gave her credit card report at the meeting.

(5) Resolution 2021-17: Supplemental Appropriation Trail Fund 73020: We have been paying CT Consultants for the engineering and design for the Terra Bike Trail project out of the Tail Fund. That fund has only \$18,112.15 left to encumber and I expect there to be more expenses before the end of the year for the engineering and design. There is a total of \$13,333.73 left in the fund that I'd like to appropriate with the attached resolution. Hopefully we will find out good news soon about the ODNR grant that will reimburse us for most of these expenses. A motion to approve Resolution 2021-17 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

Departmental Reports

Copies of Departmental Reports are included in the Proceedings of the Board of Park Commissioners Journal.

Unfinished Business

Update on Renovating a Portion of River Cliff Lodge for Office Space: At this point we are waiting on countertops and the interior vestibule door, then just final inspection and the occupancy permit. The project remains under budget and on schedule to be complete by the end of May.

New Business

(5) Resolution 2021-18: Recognizing Stewardship Specialist Colton Ott for 5 years of Service:

For the past 5 years Colton Ott has been a dedicated employee of the Park District. In accordance with Policy 0040, Mr. Ott is hereby recognized for his service and shall be presented with a copy of this resolution and a \$50 bonus. A motion to approve Resolution 2021-18 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

(6) Resolution 2021-19: Concession Prices for 2021 Summer Season:

Concession Manager Karen Lehman has reviewed the pricing of concession items and is recommending the attached price list which is based upon our costs. The price list is enclosed for your review. A motion to approve Resolution 2021-19 was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 2-Yes, 0-No.

(7) Resolution 2021-20: Christy Farm Nature Preserve (CFNP) ODNR NatureWorks

Application: Director Brown would like to apply for a NatureWorks grant to be used towards the Christy Farm Nature Preserve. A local match from the general fund will be required if funded. The grant is due on June 1st and Director Brown will make every effort to complete and submit the application by the deadline. The Park District will do a 25% match. A motion to approve Resolution 2021-20 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

(8) Contract with Environmental Design Group Master Plan at Christy Farm Nature Preserve:

While working with former Director of Medina County Park District Tom James, now with Environmental Design Group, we discussed the possibility of completing a Master Plan for Christy Farm Nature Preserve since they will be working on the NatureWorks grant already. A motion to contract with Environmental Design Group for completing a Master Plan for Christy Farm Nature Preserve was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

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(9) Resolution 2021-21: Purchase and Installation of Cedar Shingles on Cabin at White Star Park: Jeff Miller, Operations Supervisor, recommends that the Park District replace the cedar shake shingle roof on both cabins at the White Star Park Barn Area however, our plan is to complete the projects in phases, starting with one cabin. Jeff has determined that the other cabin roof can wait for replacement until next year or the year after. The funds for the replacement were included in the 2021 Permanent Appropriations Budget. The enclosed contract is with Miller Contracting, Inc., Akron, Ohio, who was the only company that Mr. Miller could find that could do the project. A motion to approve Resolution 2021-22 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

(10) Resolution 2021-22: Purchase of Covered Swing at River Cliff Park-Memorial Donation: Carol Wasserman-Farizel has donated \$14,000 for the purchase and installation of a covered swing and ADA access from the parking lot to the swing. The donation is made in Memory of her husband John Farizel who loved fishing and nature. A motion to approve Resolution 2021-22 and accept the donation was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 2-Yes, 0-No.

Magsig Property Planning: Ottawa County Park District would like to discuss the possibility of partnering with our district on the access at the Magsig Property. Currently the best access is at the barn on ST. Rte. 51 however, ODOT has stated that they are not in favor of that access being the main one utilized by the public. Therefore, we'd like to look at other possibilities for access and OCPD has access to funds that they may be able to utilize. We may need to look at a lease in order for that to happen. The board responded in favor to look into a lease with Ottawa County Park District.

Board Initiated Business: Board of Park Commissioners decided that based upon the most recent guidance and orders, effective immediately masks shall be **optional** for all staff and visitors in all parks and facilities.

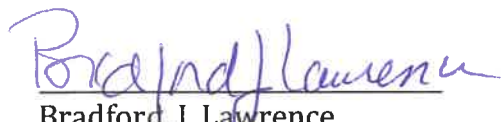
(11) Adjournment: Next regular meeting is scheduled for Wednesday June 16th, 2021 at 9:00 a.m.; River Cliff Lodge. A motion to adjourn was made by Mr. Lawrence.


With no further business, the Board adjourned at 10:07 am.

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Board of Park Commissioners


George B. Moore


Bradford J. Lawrence


James B. Fails


Andrew Brown, Director/Secretary


Date