

**Sandusky County Park District
Board of Park Commissioners Meeting
August 18th, 2021 Regular Meeting
9:00am at River Cliff Lodge
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The Board of Park Commissioners met at River Cliff Lodge on August 18th, 2021 at 9:00 AM.

Roll Call

Commissioner Moore called the meeting to order at 9:00 am. Christina Warden conducted the roll call showing Commissioners Fails, Lawrence, and Moore was present. HR Business Manager Christina Warden and Director Andrew Brown was in attendance.

Recognition of Visitors/Public Participation/Correspondences: None

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

Finances

(2) A motion to approve the financial reports was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-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.

(3) Then & Now Certificate: Westfield Electric Inc., Gibsonburg, Ohio, was the company contracted to upgrade the electric at the White Star Campground. We've been advised by Thomas Porter Architects that they've just gotten around to reviewing their books from 2020 and that they're showing that they are still owed the retainage of their contract for the Campground Electrification project. The amount is \$5,851.92, for which we were never billed. Christina Warden has determined that we do in fact owe this amount. The attached Then and Now Certificate would authorize us to settle the debt with Westfield. A motion to approve the Then and Now Certificate was approved by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(4) Resolution 2021-25: Accepting Tax Amounts and Rates for 2022: This is an annual resolution prepared by the Sandusky County Auditor accepting the tax rate for 2022. The rate is predicted to be roughly \$43k higher than last year's amount. A motion to approve Resolution 2021-25 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

Departmental Reports

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

Unfinished Business

River Cliff Lodge Updates

(5) River Cliff Lodge HVAC Update: After receiving proposals from our Consultants for the HVAC Replacement, Director Brown met with the County Commissioners to ask for funds from the American Rescue Plan Fund. They graciously agreed to set aside \$150k for the project. We'll need to move quickly to get everything replaced before the weather changes, especially with all of the recent supply chain delays. A motion to ratify the approval for the Director to Execute the proposal (\$17,800) from Thomas Porter Architects and authorizing the Director to go out to bid for the HVAC replacement was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(6) Muddy Creek Reserve Buildings Update: Virgil Weichman, Jeff Miller, Operations Supervisor, solicited bids from three companies. The bids are attached. He is recommending the Freedom Roofing, Windows, and Siding LLC., Woodville, Ohio, the only company to bid a standing seam metal roof with a 45-year manufacturer's warranty, be awarded the bid. A motion to approve Freedom Roofing, Windows and Siding LLC. As the lowest and/or best bidder in the amount of \$14,034.00 was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

New Business

(7) Resolution 2021-26: Ratifying the Appointment of Seasonal Employee – Philip Davies as Head Beach Guard for the Remainder of the 2021 Season: The letter to the County Auditor is attached for your reference. A motion to approve Resolution 2021-26 was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

Posting a Part Time Park Worker Position: Jeff Miller, Operations Supervisor, is recommending hiring one or two Part Time Park Workers for his department. The position will be posted at the starting rate of \$12.00 per hour.

(8) Sandusky County Communities Foundation Grant Application: I was approached by the Madison Township Volunteer Fire Department regarding a partnership between our two entities for the purchase of an ice rescue sled. The total cost of the sled, necessary accessories, as well as the shipping is \$5,471.00. Applications are due August 31st by 12pm. A motion to authorize the Director to submit an application was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(9) Resolution 2021-27: Declaring Surplus Equipment: The items listed in the attached resolution are no longer useful to the district. This resolution declares the items surplus and authorized disposal of the items. Such declaration and disposal complies with the State of Ohio's laws and Park District policies. A motion to approve Resolution 2021-27 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

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Board Initiated Business:

The board would like to move forward with the Park District offering the grant program for 2021.

Talked about the Creek Bend Farm house.


(10) Adjournment: Next regular meeting is scheduled for Wednesday September 15th, 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 10:15 am.


Board of Park Commissioners


George B. Moore


Bradford. J. Lawrence


James B. Fails


Andrew Brown, Director/Secretary


Date