

**Sandusky County Park District
Board of Park Commissioners Meeting
May 26th, 2022 Regular Meeting
9:00am at River Cliff Lodge
Page 1 of 3**

The Board of Park Commissioners met at River Cliff Lodge on May 26th, 2022 at 9:00 AM.

Roll Call

Commissioner Lawrence called the meeting to order at 9:02 am. Christina Warden conducted the roll call showing Commissioners Fails and Moore, and Lawrence were 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 April 20th, 2022 Regular Meeting was made by Mr. Moore, 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. Moore 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.

Then and Now Certificates: Certificates are attached.

Departmental Reports

Copies of Departmental Reports are included in the Proceedings of the Board of Park Commissioners Journal. Hunting Report was also included.

Unfinished Business

(3) Resolution 2022-18: Awarding a Contract for Construction of the Terra Bike Path to Mark Haynes Construction, total bid amount \$915,508.25. Due to the timing of the advertising for bids, the bid opening takes place on Wednesday, May 25th, 2022. The board packet will be updated after then with a recommendation from our consultant on how to proceed. A motion to approve Resolution 2022-18 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(4) Christy Farm Nature Preserve Master Plan Adoption: The final draft of the plan is complete and ready for adoption. This will be a living document that will change based upon a number of factors including available funding, changing needs, and new opportunities. It provides the district with a springboard to pursue grants and other funding opportunities. A motion to adopt the Master Plan was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

**Sandusky County Park District
Board of Park Commissioners Meeting
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Page 2 of 3**

New Business

(5) Accepting the Resignation of Park Ranger Brett Foes: Mr. Foes has decided to resign from his position with the park district. We thank him for dedicated service and wish him luck in his future endeavors. His resignation letter is enclosed. A motion to accept the resignation of Mr. Foes was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(6) Resolution 2022-19: Promotion of Noah Scott to the Position of Stewardship Specialist: This resolution is authorizing the promotion of Noah Scott as Full-time Stewardship Specialist and sets his rate of pay at \$18.00 per hour, non-exempt. A motion to approve Resolution 2022-19 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(7) Ranger Rifle Policy & Paternal Leave Policy Update: With the new rifles being purchased, it is necessary to adopt a rifle policy for the Ranger Department. This policy is modeled after the Sandusky County Sheriff's Office. A Paternal Leave Policy is an update to an existing policy within our Personnel Policy and Procedure manual located in Chapter 5, page 54-1, C. Sick Leave Use. The previous policy did not address Paternal Leave. A motion to approve policies as presented was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(8) Resolution 2022-21: Declaring Surplus Equipment: The items listed in the attached resolution are no longer useful to the district. This resolution declares the items surplus and authorizes disposal of the items. Such declaration and disposal comply with the State of Ohio's laws and Park District policies. A motion to approve Resolution 2022-21 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

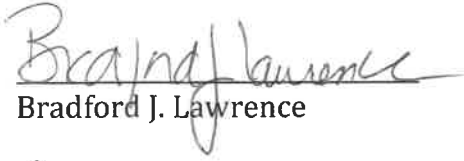
(9) Resolution 2022-22: Concession Pricing for 2022 Summer Season: Concession Manager Karen Lehman has reviewed the pricing of concessions items and is recommending the attached price list which is based upon out costs. The price list is enclosed for your review. A motion to approve Resolution 2022-22 was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

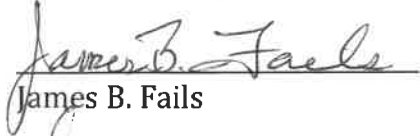
(10) Adjournment: Next regular meeting is scheduled will need to be Wednesday, June 15th, 2022 at 9:00 a.m.; River Cliff Lodge. A motion to adjourn was made by Mr. Lawrence.

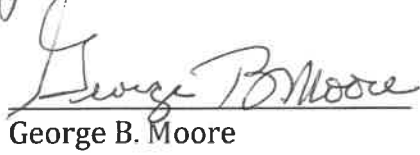
With no further business, the Board adjourned at 10:43 am.

**Sandusky County Park District
Board of Park Commissioners Meeting
May 26th, 2022 Regular Meeting
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Page 3 of 3**

Board of Park Commissioners


Bradford J. Lawrence


James B. Fails


George B. Moore


Andrew Brown, Director/Secretary

6/15/2022
Date