

**Sandusky County Park District
Board of Park Commissioners Meeting
June 21st, 2023 Regular Meeting
9:30am at Fremont Rotary Lodge, Don W. Miller Memorial Park
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The Board of Park Commissioners met at River Cliff Lodge on May 17th, 2023 at 9:30 AM.

Roll Call

Commissioner Fails called the meeting to order at 9:30 am. Mrs. Warden conducted the roll call showing Commissioners Fails and Moore, and Lawrence were present, Director Andrew Brown and Administrative Supervisor-HR Coordinator Christina Warden was in attendance.

Recognition of Visitors/Public Participation/Correspondences: Google stats, New White Star Quarry Beach Facebook page stats.

(1) Motion to accept minutes of the May 17th, 2023 Regular Meeting was made by Mr. Lawrence, seconded by Mr. Moore 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. Moore, 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: Credit card report was available at the meeting.

(3) Resolution 2023-15: 2024 Preliminary Budget: Attached is the 2024 Preliminary Appropriations Budget. The 2024 Temporary Budget will be presented for adoption in December. A motion to approve Resolution 2023-15 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(4) Resolution 2023-16: Establishing Fund 73050 – Park District Capital Fund: After discussions with the County Auditor’s Office, it was decided that a new fund for “Pass-through” grants and other monies, would be best for accounting purposes like tracking income and expenses. We would utilize the fund for projects like the ODOT Metroparks Funds for paving. A motion to approve Resolution 2023-16 was made by Mr. Lawrence, seconded by Mr. Moore 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

(5) Resolution 2023-17: Appointment of Additional Seasonal Employees for the 2023 Season. The letter to the County Auditor is attached for your reference. **Staff Recommendation: Approval.** A motion to approve Resolution 2023-12 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

New Business

(6) Updated Compensation and Hours of Work Policy: We have been struggling to hire and retain beach guards over the past few years. This update to the policy would allow us to have a “shift differential” pay that would compensate staff who work during certain days of the week. The goal is to keep the beach open by staffing it appropriately and we feel like having this for the beach guards would help with that without impacting the budget too severely. A motion to approve Updated Compensation and Hours of Work Policy was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(7) MOU Between Fremont Rotary Club and SCPD for Rotary Lodge: Director Brown worked with the Fremont Rotary Club to develop a simple Memorandum of Understanding that lays out what Rotary gets in exchange for donating \$250,000 for the Rotary Lodge Renovations. We may need to do a more specific agreement in the future but for now, this helps protect both parties. A motion to authorize Director to execute MOU was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(8) Resolution 2023-18: Declaring Surplus Equipment: The items listed in the attached resolution are no longer useful to the district due to a contract with the Sheriff’s Office for patrol duties. These items will be transferred to the Sheriff’s Office for their use, which will mainly be in the parks. This resolution declares the items surplus and authorizes disposal/transfer of the items. Such declaration and disposal complies with the State of Ohio’s laws and Park District policies. A motion to approve Resolution 2023-18 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(9) Resolution 2023-19: Purchase of a New Maintenance Truck: The 2023 Permanent Budget includes funding for the purchase of a new maintenance vehicle. The resolution authorizes the Director to purchase the vehicle through existing public contracts, according to State of Ohio Law. A motion to approve Resolution 2023-19 was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

Board Initiated Business:

November board meeting moved to the 8th
Christy update


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(9) Adjournment: Next regular meeting is scheduled will need to be Wednesday, July 19th, 2023 at 9:30 a.m.; Fremont Rotary Lodge, Don W. Miller Memorial Park. A motion to adjourn was made by Mr. Fails.

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

Board of Park Commissioners


Bradford J. Lawrence


James B. Fails


George B. Moore


Andrew Brown, Director/Secretary

7-19-23
Date