

**Sandusky County Park District
Board of Park Commissioners Meeting
January 18th, 2023 Regular Meeting
9:30am at River Cliff Lodge
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The Board of Park Commissioners met at River Cliff Lodge on January 18th, 2023 at 9:30 AM.

Roll Call

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

Recognition of Visitors/Public Participation/Correspondences: Judge Brad Smith to swear Brad Lawrence for an additional term as Park Commissioner.

(1) Board Reorganization/Election of Chair and Vice-Chairs: In keeping with the established policy for appointment of Chair and Vice-Chairs the following officers are proposed for 2021:

Chairman	Jim Fails
1 st Vice Chair	George Moore
2 nd Chair	Brad Lawrence

A motion, second and a vote will be needed to elect a slate of officers. A Motion to approve the proposed slate of officers made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(2) Motion to accept minutes of the December 21st, 2022 Regular Meeting was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-yes and 0-no.

Finances

(4) A motion to approve the financial reports was made by Mr. Moore, seconded by Mr. Fails 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 given by Christina Warden and was available at the meeting.

Audit Committee Update: we should have our audit this year for 2021-2022.

Departmental Reports

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

Unfinished Business

None

New Business

(5) Resolution 2023-01: Meeting Refreshments: This resolution authorizes the expenditures of Public Funds for coffee, meals, refreshments and other amenities for meeting with Public Officers and Employees. A motion to approve Resolution 2023-01 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(6) Resolution 2023-02: Travel Policy: This resolution presented annually that establishes the travel policy for the current year. It closely mirrors the County Commissioners Travel Policy for 2023. A motion to approve Resolution 2023-02 was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(7) Resolution 2023-03: Authorizing Expenditures Permissible to Board Members and Employees to Join and Association Related to Park District Affairs: This annual resolution authorizes the expenditure of Park District funds for Board members and employees to join organizations, such as OPRA, National Association of Interpreters (NAI), and Wildlife Rehabilitators Association, Rotary, Exchange, Lions, etc. when such membership is deemed to be beneficial to Park District affairs. A motion to approve Resolution 2023-04 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

Gifts, Grants, and Donations Report: The report and letter to the Judge, which will be submitted to the Probate Court for approval in accordance with Ohio Law and local policies, is enclosed for your review.

(8) Us Bicycle 25,30, and 230 Signage Agreement with ODOT: Back in March of 2017, the park district board passed a resolution (2017-13) expressing approval for the development of State and Us bicycle routes with Sandusky County by ODOT and AASHTO. Those routes have now been designated and are located on the North Coast Inland Trail in Sandusky County. ODOT is working on signage for the routes and are requesting that we execute an agreement that would enable them to provide and install the signage. A motion to authorize the Director to execute the agreement with ODOT was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(9) Authorizing Fremont Rotary to Hold Social & Fundraising Events at Rotary Lodge: The Fremont Rotary Club has requested to hold events at River Cliff Lodge again this year, including BYOB social events but also Rotary Lodge fund raising events for the renovations that would have and open bar. The Fremont Rotary Club possesses and insurance policy which covers the liability for such and occasion. A motion to approve Rotary Club Social and Fund-Raising events at River Cliff Lodge in 2023 with BYOB Alcohol was made by Mr. Lawrence, seconded by Mr. More and passed unanimously with a vote of 3-Yes, 0-No.

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(10) River Cliff Lodge Renovations Capital Improvement Agreement with ODNR: Executing this agreement is required by ODNR and the State of Ohio before any work can be started for the River Cliff Lodge Renovation project (SAND-011C). Through this agreement, ODNR agrees to provide the Park District \$245,000.00, via qualifying advance and reimbursement, to be used toward the total cost of the project. \$5,000.00 of the amount appropriated (\$250,000.00) will be retained to cover administrative costs.

In an effort to expedite the process, I am asking for the approval to execute this agreement, pending Park District Attorney Ladd Beck's approval. Page 11 of the agreement requires our legal team to sign off on the agreement as well. A motion to authorize the Director to execute the agreement pending Legal Approval was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(11) Hinkle Report Preparation for State Auditor's Office: Once again this year, the Park District is seeking the services of a professional accounting firm to assist us. Julian & Grube, Inc. from Westerville, Ohio specializes in providing accounting services to local governments across the state. They assisted us the last few years with completing the report and submitting it on time and accurately. This contract is for three (3) years (Jan 1, 2023 through Dec 31, 2025) which provides a bit of a discount. A motion to allow Director to contract for services with Julian & Grube, Inc. was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.


Board Initiated Business: none


(12) Adjournment: Next regular meeting is scheduled for Wednesday, February 15th, 2023 at 9:30 a.m.; River Cliff Lodge. A motion to adjourn was made by Mr. Moore.

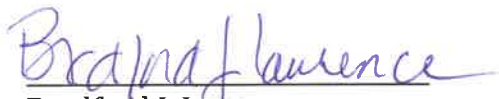
With no further business, the Board adjourned at 10:28 am.

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Board of Park Commissioners


James B. Fails


George B. Moore


Bradford J. Lawrence


Andrew Brown, Director/Secretary

2/15/23
Date