

**Sandusky County Park District
Board of Park Commissioners Meeting
July 19th, 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 Fremont Rotary Lodge, Don W. Miller Memorial Park on July 19th, 2023 at 9:30 AM.

Roll Call

Commissioner Fails called the meeting to order at 9:30 am. Mr. Brown conducted the roll call showing Commissioners Fails and Moore, and Lawrence were present, Director Andrew Brown was in attendance.

Recognition of Visitors/Public Participation/Correspondences: none

(1) Motion to accept minutes of the June 21st, 2023 Regular Meeting was made by Mr. Moore, seconded by Mr. Lawrence 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. Lawrence, 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: Credit card report was available at the meeting.

(3) Resolution 2023-20: 2023 Supplemental Appropriations: With the donation made by the Fremont Rotary Club and Foundation to renovate the Fremont Rotary Lodge at Don W. Miller Memorial Park, it was necessary to establish a fund to receive the donation. This resolution would appropriate the funds in the 2023 budget in said sub-fund so that we can start paying Thomas Porter Architects for their services as well as whichever contractor is hired if/when the renovations do start, hopefully this year. A motion to approve Resolution 2023-20 was made by Mr. Moore, seconded by Mr. Lawrence 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

New Business

(4) Accepting the Resignation of Park Worker Charles Thomas: As Mr. Thomas' resignation states, he has decided to change careers and his last day of work will be July 14th, 2023. We wish him luck in his future endeavors and thank him for his service. A motion to accept the resignation of Mr. Thomas was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

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(5) Resolution 2023-21: Purchase of a Shed for Don W. Miller Memorial Park: As the resolution states, a storage shed is needed for both the Park District and the Fremont Rotary Club. Rotary plans to reimburse the Park District for part of the costs of the purchase and delivery. (\$7,749.00) A motion to approve Resolution 2023-21 was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(6) Resolution 2023-22: 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 2023-22 was made by Mr. Lawrence, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(7) Resolution 2023-23: Agreement with Thomas Porter Architects for Design, Permitting, Bidding, Construction Admin for Fremont Rotary Lodge Renovations Entering into a Contract with Thomas Porter Architects for Construction Administration: Thomas Porter Architects have submitted a proposal to provide construction administration and design services for the Fremont Rotary Lodge at Don W. Miller Memorial Park renovations. These services would include Bidding, Contractor Procurement, Permitting, Construction Administration and Closeout on a per hour basis. The total contract is not to exceed \$125,000.

Contracting with Thomas Porter Architects will help reduce staff time and speed up the construction process while also ensuring a quality and on-budget project. A motion to approve Resolution 2023-23 was made by Mr. Moore, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

Board Initiated Business:


Apple maps – Don W. Miller Memorial Park
Bats at Decoy


(8) Adjournment: Next regular meeting is scheduled will need to be Wednesday, August 16th, 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 10:18 am.

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Board of Park Commissioners


Bradford J. Lawrence


James B. Fails


George B. Moore


Andrew Brown, Director/Secretary


Date