

**Sandusky County Park District  
Board of Park Commissioners Meeting  
July 16<sup>th</sup>, 2025 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 16<sup>th</sup>, 2025 at 9:30AM.

Toured the Rotary Lodge before starting the meeting to view the progress of the construction.

**Roll Call**

Commissioner Fails called the meeting to order at 9:44 am. Christina 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 Business Profile

**(1)** Motion to accept minutes of the June 18<sup>th</sup>, 2025 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.

Expenditures were approved as presented.

**Credit Card Report:** Credit card report was available at the meeting.

**(3) Resolution 2025-24: Authorization of Fund Transfers:** Discussion and approval of budgetary transfers within the 2025 Permanent Budget, including: a General Fund supplemental appropriation of \$696,568 for transfer out; the corresponding transfer to the DWM Fund; and supplemental appropriations within the DWM Fund for consultant services and capital building improvements. These expenses will be partially offset by reimbursement of up to \$100,000 from the Lee N. Koenig Legacy Fund through the Sandusky County Communities Foundation, as well as a contribution of \$200,000 from the Fremont Rotary Foundation, to be received according to the following schedule: **over the next 3-4 months.** With the potential for an additional fund transfer before December 2025.

A motion to authorize Resolution 2025-24 was made by Mr. Lawrence, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes and 0-No.

**Departmental Reports**

Copies of Operation, Program and Sheriff Report included in the Proceedings of the Board of Park Commissioners Journal.

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**New Business**

**(4) Resolution 2025-25: Approval of Asphalt Installation Contract at Creek Bend Farm:**

Authorization for the Director to execute a purchase order with M&B Asphalt Co., Inc., an approved vendor under the ODOT 101G-26 State Term Contract, for the installation of asphalt surfacing at Creek Bend Farm. The project includes paving the gravel parking lot and driveways along State Route 590. Total cost not to exceed \$70,535. The project is eligible for reimbursement of up to \$75,000 from the Lee N. Koenig Legacy Fund through the Sandusky County Communities Foundation.

A motion to approve Resolution 2025-25 was made by Mr. Lawrence, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes, 0-No.

**(5) Resolution 2025-26: Ratification of Exterior Sign Purchase:** Ratification of the purchase and installation of a backlit exterior sign for the Rotary Lodge at Don W. Miller Memorial Park. The sign was purchased from Brady Signs of Sandusky, Ohio at a total cost of \$9,825, based on a recommendation from Telamon Construction. Due to project timing, Brady Signs was the sole quote. The Fremont Rotary Foundation has agreed to reimburse the Park District for the full cost.

A motion to approve Resolution 2025-26 was made by Mr. Lawrence, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes, 0-No.

**(6) Resolution 2025-27: Authorizing to Purchase Panasonic Toughbook Laptop for Field**

**Operations:** This resolution authorizes the purchase of one Panasonic Toughbook (Model FZ-55JZ2BBM) for \$4,078.98 from Police & Fire Equipment. The laptop includes GPS, 4G LTE connectivity, Windows 11 Pro, and a 1000-nit touchscreen display. The unit will support mobile field operations and includes a 4<sup>th</sup> and 5<sup>th</sup> Year Public Safety Service Bundle.

A motion to approve Resolution 2025-27 was made by Mr. Moore, seconded by Mr. Lawrence, and passed unanimously with a vote of 3-Yes, 0-No.

**Board Initiated Business:**

None

**(7) Adjournment:** Next regular meeting is scheduled will need to be Wednesday, August 20<sup>th</sup>, 2025 at 9:30 a.m.; Fremont Rotary Lodge, Don W. Miller Memorial Park. A motion to adjourn was made by Mr. Lawrence.

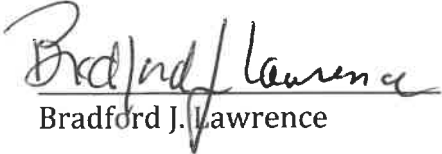
With no further business, the Board adjourned at 10:29 am.

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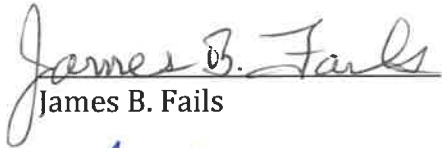
**Board of Park Commissioners**



George B. Moore

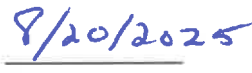


Bradford J. Lawrence



James B. Fails

  
Andrew Brown, Director/Secretary

  
Date