

**MINUTES OF THE
BOARD OF COMMISSIONERS
OF
MEDINA COUNTY PARK DISTRICT**

August 21, 2019

I. CALL TO ORDER

A. Chairwoman Davis called the meeting to order at 8:30 a.m. at Wolf Creek Environmental Center, 6100 Ridge Road, Sharon Center, Ohio.

B. Roll Call

1. Roll call showed Chairwoman Davis, Commissioner de Luna, and Commissioner Neate present. Also in attendance were Director Eppink; Operations Manager Perry; Communications Coordinator Gladden; Business Manager Chaney; Legal Counsel Holland; guest Mark Krosse of the Save the Lake Committee; and guests Tom James, Jim Moore, and John Kaminski of Friends of Medina County Parks, Inc.

II. APPROVAL OF MINUTES

A. July 17, 2019

1. Commissioner Neate offered a motion approving the minutes of the July 17, 2019 meeting as presented. Chairwoman Davis seconded; the motion unanimously carried.

III. PUBLIC PARTICIPATION

A. Guest Mark Krosse of Chippewa Lake

1. Mr. Krosse reported that feedback from the residents has been positive regarding BlueGreen Water Technologies' treatment to combat the toxic algal blooms at Chippewa Lake.
2. The Save the Lake Committee is fundraising to assist in the purchase of water monitoring equipment Mr. Krosse feels is crucial to the future success of this type of application.
 - a. The Save the Lake Committee was awarded \$2,000 from its recent grant application to IBM. Mr. Krosse is hopeful that the group will be awarded \$2,500 from a grant application submitted to the Western Reserve Land Conservancy. The group is also applying to the Medina County Soil & Water Conservation District for a \$1,500 grant.
3. Mr. Krosse reported that members of the Save the Lake Committee, Medina County Park District, and Medina County Soil & Water Conservation District met in Columbus for instruction on assembling a non-point solution plan (NSP) that he feels is critical for moving forward.

VI DIRECTOR/STAFF REPORTS

A. Friends of the Parks Update

1. Friends of Medina County Parks, Inc. President Jim Moore handed out a new brochure and provided a quick history of the organization. He provided stats regarding fundraising and income, activities and MCPD sponsorship, and the endowment fund.
2. Friends of Medina County Parks, Inc. Secretary/Treasurer Tom James presented information on current balances in the group's various funds and the 2019 FOTP budget.
 - a. Mr. James reported that the Friends received its first major bequest of over \$600,000 from the estate of George Ayres with additional funds expected. The money has been earmarked for park district open-air shelters, handicap fishing access, and fishing programs.
 - b. Mr. James reported that the Friends will be appointing an investment committee to determine how to best manage the endowment fund. The committee will meet quarterly.
3. Discussion ensued regarding utilization of email addresses and, perhaps, program attendance as a means of increasing FOTP membership; donations to FOTP or the park district; FOTP insurance coverage regarding use of the transit van donated to the park district; and agreements/waivers signed by volunteers.

IV. EXECUTIVE SESSION

- A. Chairwoman Davis offered a motion that the board move into executive session for the discussion of land acquisition. Commissioner Neate seconded; the motion unanimously carried. Operations Manager Perry, Communications Coordinator Gladden, and guests Mark Krosse, Tom James, Jim Moore, and John Kaminski left the meeting at this time.
- B. Following executive session discussion, Chairwoman Davis offered a motion that the board move into regular session. Commissioner de Luna seconded; the motion unanimously carried.
 1. Operations Manager Perry and Communications Coordinator Gladden returned to the meeting.
- C. The following motions were made as result of executive session discussions.
 1. Commissioner de Luna offered a motion authorizing the director to submit a grant application to the Clean Ohio Fund for the acquisition of approximately 63.23 acres of land in Sharon Township to become the Wolf Creek Greenway and further authorizing the director to execute all necessary documents to complete the application process. Chairwoman Davis seconded; the motion unanimously carried.
 2. Commissioner de Luna offered a motion authorizing the director to purchase 10.02 acres of vacant land on Sharon Copley Road in Sharon Township for \$90,030, with closing costs split between the seller and Medina County Park District, from park district fund 3403-7800-0790. Chairwoman Davis seconded; the motion unanimously carried.

3. Commissioner de Luna offered a motion authorizing the director to purchase 10 acres of vacant land on Pearl Road in Medina Township for \$82,500, with closing costs split between the seller and Medina County Park District, from park district fund 3403-7800-0790. Commissioner Neate seconded; the motion unanimously carried.
4. Commissioner de Luna offered a motion authorizing the director to purchase 7.58 acres of vacant land on Lake Road in Westfield Township for \$65,000, with closing costs split between the seller and Medina County Park District, from park district fund 3403-7800-0790. Chairwoman Davis seconded; the motion unanimously carried.

V. FINANCIAL REPORTS

A. Cash Balance Statement

1. The July 2019 cash balance statement was presented for the board's perusal.

B. Cash Flow Statement

1. The June 2019 cash flow statement was presented for the board's review.

C. Approval of Vouchers

1. Resolution #19-014, July 2019
 - a. Chairwoman Davis offered a motion approving Resolution #19-014, payment of the July 2019 vouchers, as presented. Commissioner de Luna seconded; the motion unanimously carried.

VI. DIRECTOR/STAFF REPORTS

B. Director's Report

1. Monthly Report

- a. Director Eppink provided the July 2019 monthly report for the board's perusal.

C. Departmental Activities

1. Director Eppink provided the July 2019 Departmental Activity Report for the board's review.

D. Director Updates

1. Projects

- a. Director Eppink reported that the Letha House Park lake loop has been asphalted, and crack sealing has been completed at various sites; the new headquarters entrance canopy is done; the office entryway landscaping work has begun.

2. New Employees

- a. Director Eppink reported that Volunteer Coordinator Judy Sororczak will start work August 26, and Natural Resource Specialist Jay Koppes will begin September 9.

3. Chippewa Lake Stakeholder Conversation

- a. Director Eppink reported that invitations have been mailed to public and elected officials including the Medina County Commissioners, Westfield and Lafayette Township Trustees, Gloria Glens and Chippewa Lake mayors and council members, and Muskingum Watershed Conservancy representatives

to hold a conversation about Chippewa Lake on September 18 at Krabill Shelter. Representative Steve Hambley plans to attend if possible. Presentations will be made by Medina County Park District and Muskingum Watershed Conservancy District.

4. Release of Balloons, Chinese Lanterns, Etc.
 - a. Director Eppink reported that he received a letter from an individual asking the park district to consider banning the release of balloons from park district grounds as these items are detrimental to the environment. A brief conversation followed, which included banning Chinese lanterns, too. The board agreed. Park district shelter rental agreements and rules will be amended to include this restriction.

VII. OLD BUSINESS

- A. No old business was presented for discussion.

VIII. NEW BUSINESS

- A. Clerk (Part Time) Job Description
 1. Chairwoman Davis offered a motion approving the job description as presented for a part-time office clerk to work 20 hours per week assisting in the scheduling of bills; covering the front desk during lunch hours, errands, and time off; and providing other clerical services as needed. Commissioner de Luna seconded; the motion unanimously carried.
- B. Sale of Used Vehicles
 1. Chairwoman Davis offered a motion authorizing the director to advertise the sale of four vehicles by sealed bid, a 2008 GMC Sierra dump truck, a 2012 Chevrolet Colorado, a 2013 GMC Sierra pickup truck, and a 2016 Ford Explorer SUV; to accept the highest bids; and to deposit the proceeds into the capital equipment fund. Commissioner de Luna seconded; the motion unanimously carried.
- C. Compensation Philosophy and Guidelines
 1. Commissioner de Luna offered a motion approving the compensation philosophy and guidelines developed by consultant Belz & Associates as presented. Chairwoman Davis seconded; the motion unanimously carried.
- D. TLCI Application for Greenway Plan
 1. Chairwoman Davis offered a motion authorizing the director to apply for a TLCI grant from NOACA this fall and adopting Resolution #19-015, which is required with the grant application, as presented.

MEDINA COUNTY PARK DISTRICT

Resolution #19-015

August 21, 2019

WHEREAS, Medina County Park District is submitting an application to the Northeast Ohio Areawide Coordinating Agency (NOACA) for funding through the Transportation for Livable Communities Initiative (TLCI); and

WHEREAS, the TLCI Program provides federal funds for projects that integrate transportation and land use planning, increase transportation options, promote livability, and advance the goals of NOACA's Strategic Plan for northeast Ohio; and

WHEREAS, the TLCI program is paid on a reimbursement basis, requiring the applicant to first expend funds (if matched) and then request reimbursement from NOACA; and

WHEREAS, Medina County Park District agrees to abide by all federal requirements as a sub-recipient of federal transportation funds, including Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act, and including all applicable federal procurement requirements; and

WHEREAS, Medina County Park District agrees to be responsible for managing any and all sub-contracting agencies, organizations, or consultants; and

WHEREAS, Medina County Park District agrees to complete the agreed upon scope of services or will forfeit current and future TLCI awards; and

WHEREAS, Medina County Park District is authorized to execute a contract with the Ohio Department of Transportation (ODOT) and NOACA if selected for the TLCI Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Medina County Park District, that authorization is given to Director Nathan D. Eppink to submit an application to NOACA, acting as designated recipient of USDOT funds, for the TLCI Program and to execute a contract with NOACA if selected for funding.

2. Commissioner Neate seconded; the motion unanimously carried.

E. Amendment to Easements with Residents of Chippewa Village

1. Chairwoman Davis offered a motion authorizing the director to prepare an amendment to the 1996 easements executed with multiple Chippewa Lake property owners near Lee Lore Drive to add language enabling park staff and volunteers to cross the properties to access the park-owned shoreline; clarifying the terms *obstacle*, *structure*, *access*, and *vacant land*; and reducing the amount of parkland that may be mowed by local residents and further authorizing the director to execute the documents once they are finalized and approved by legal counsel as to form. Commissioner de Luna seconded; the motion unanimously carried.

IX. COMMISSIONERS' COMMENTS

A. No comments were offered.

X. ADJOURNMENT

A. There being no further business for discussion, Chairwoman Davis declared the meeting adjourned at 10:34 a.m.

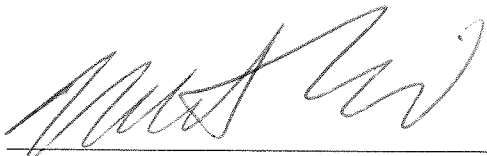
We, the undersigned, as Board of Commissioners of Medina County Park District, Medina, Ohio, do certify the above minutes are true and correct as recorded in the board of commissioners' journal, Volume 48.







BOARD OF COMMISSIONERS
MEDINA COUNTY PARK DISTRICT



NATHAN D. EPPINK, DIRECTOR

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