

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
FEBRUARY 14, 2017**

1. CALL TO ORDER

The meeting was called to order by Chairman Dennis Parish at 3:00 p.m. at Park District Headquarters, 18729 Mercer Road, Bowling Green, Ohio.

2. ROLL CALL

Dennis Parish, present
Bob Hawker, present
John Calderonello, present
Bob Dorn, present
Christine Seiler, present

Others present: Neil Munger, Bryan Bockbrader, Jeff Baney, Rob Brian, Jim Witter, Kellie Panning, Shawn Ruemmele, Craig Spicer, Eric Shiffler, and Tim Bockbrader from The Edge Group.

3. APPROVAL OF MINUTES

Mr. Parish stated the minutes of the January 10, 2017 regular meeting were distributed to the Board in advance of the meeting for review and asked if there were any additions or corrections. Mr. Dorn moved approval of the January 10, 2017 regular meeting minutes. Ms. Seiler seconded. Mr. Calderonello asked for clarification on Mr. Hawker's comments regarding adding language to future contracts as it relates to the change order for Zimmerman School. Mr. Hawker clarified that currently contracts do not include language addressing payment for change orders when something is missed by the architect/engineer in bid documents. Mr. Hawker suggested adding language to bid documents to eliminate any ambiguity surrounding payment. All in favor, motion carried.

4. CHAIRMAN'S REPORT

Mr. Parish stated that he has served on over a dozen boards throughout his career and that he thoroughly enjoys this Board. Mr. Parish further remarked that this Board is engaged, cares about its responsibilities, is respectful of one another and recognizes the mission of the Park District.

5. DIRECTOR'S REPORT

Zimmerman School Change Order – Mr. Munger reviewed the need for the change order to add supports for the columns and chimney which was omitted from the bid documents. Mr. Munger stated that he met with legal counsel who agreed these are justifiable change order allowances and that the Board should follow the recommendation of the architect. After meeting with Mr. Wilson, he lowered the invoice from \$2,500 to \$1,900 and assumed responsibility and some cost on the change order.

Mr. Dorn moved approval of Resolution 17-006 ratifying Change Order Number 001 for the Zimmerman School move in the amount of \$1,900 previously approved

by Director Neil A. Munger. Seconded by Mr. Hawker. All in favor. Motion carried.

Bradner Parking Lot and Drive Paving – Mr. Munger stated the Bradner parking lot and drive paving was recently advertised and bids were received all coming in under the advertised project cost. Mr. Munger stated there were two low bids that came in at the same price, \$104,500 which is uncommon. The bids were from Gerken Paving and Ward Construction. Mr. Munger stated the Edge Group has checked references and both companies are highly recommended. The bid documents include language deciding a tie by coin toss. Mr. Munger explained that Gerken Paving has since withdrawn their bid. Mr. Munger then introduced Tim Bockbrader, The Edge Group, to discuss a tie bid. Mr. Bockbrader explained that neither he nor his partners have ever experienced a tie bid. Mr. Dorn questioned if it's possible to put language in bid documents to favor a local business over an out-of-county business. Mr. Bockbrader advised the Board to consult with legal counsel regarding adding language favoring in-county businesses. Discussion took place regarding lowest and best bids and determining factors.

Mr. Dorn moved approval of Resolution 17-007 authorizing Neil A. Munger to enter into an agreement with Ward Construction for the paving of the drive and parking lot at the Bradner Preserve for the amount of \$104,500. Seconded by Mr. Calderonello. All in favor. Motion carried.

Ranger Grant – Mr. Munger stated Ranger Sergeant, Eric Shiffler and Ranger, Troy Bateson applied for and received a grant for the purchase of new computers for the ranger patrol vehicles. The rangers applied for \$20,022 and were awarded \$10,000 toward the purchase of three “ruggedized” laptop computers. As half of the grant was awarded, Mr. Munger met with Chief Ranger, Todd Nofzinger and Ranger Sergeant, Eric Shiffler to discuss providing matching funds to purchase an additional three computers so that all patrol vehicles will be outfitted with the updated equipment. Mr. Munger recommended providing matching funds as funding is available due to several items coming in under budget in the equipment line item. Ranger Sergeant, Shiffler stated the current laptops are not built for the vehicles and require frequent repairs. After discussion regarding the number of computers to purchase along with mounting equipment, the Board agreed to provide matching funds and suggested the office laptop be utilized as needed in the spare ranger vehicle.

Mr. Dorn moved approval of Resolution 17-008 authorizing Neil A. Munger to purchase six Q-series mobile tablet computers from Brite Computers for an amount not to exceed \$20,022. Seconded by Mr. Hawker. Mr. Hawker commended staff on their diligence in seeking and obtaining grants. All in favor. Motion carried.

Regional Signed Bicycle Route Support – Mr. Munger reported that the Toledo Metropolitan Area Council of Governments (TMACOG) has been working with the Ohio Department of Transportation to establish a network of signed bicycle routes as part of a state and national system including 23 states and over 11,000 miles. TMACOG is seeking a resolution in support of this project. Mr. Munger stated that bicycle tourism is a major recreation and recommended the resolution in

support.

Mr. Dorn moved approval of Resolution 17-009 supporting the development of regional, state and national bicycle routes. Seconded by Mr. Hawker. Discussion took place regarding the Wabash Cannonball Trail, Chessie Circle Trail and the Northcoast Inland Trail. All in favor. Motion carried.

Sawyer Preserve Public Rappelling and Bouldering Program – Mr. Munger stated that he has been working with Ranger, Shawn Ruummele and Naturalist, Craig Spicer on adventure programming which includes rappelling. Staff is currently bringing forward a proposal to open the Sawyer Quarry for public rappelling at specific locations. Staff has consulted with risk management and insurance representatives who are supportive of the project. Mr. Munger summarized this is a public space open during regular park hours where individuals will bring their own equipment and complete a two-part permit, keeping one on their person and the other in a drop box. Ranger Ruummele explained that bouldering is low level, unroped rock climbing generally not higher than 10-12 feet off the ground. Bouldering is an accepted form of practicing technique without going to cliffs and setting equipment. There are two 8 to 10 foot ridges that have been identified for bouldering. There will be no registration required for bouldering. Mr. Calderonello pointed out that the guidelines specify that the guardian for bouldering or the individual rappelling must have experience but there is no way of ascertaining the level of experience and asked about liability. Ranger Ruummele stated that the guidelines have been written so that staff may request the required documentation from an individual but noted the registration form is not criminally enforceable. The form will be used to track usage and a way to ensure that participants acknowledge the guidelines and waiver. Discussion ensued regarding enforcement with the consensus being that park employees should not assume ranger law enforcement responsibilities. Ranger Ruummele confirmed there is interest for this type of activity as there is nowhere else to do this type of activity in the area. Ranger Ruummele stated registration is not required for bouldering as there is no equipment or specific knowledge required to participate. Signage was discussed and minor changes to the guidelines suggested. Modifications will be made and the revised document brought forward for a vote at the March meeting.

6. DEPARTMENTAL REPORTS

Mr. Parish stated departmental reports were distributed. There were no questions.

7. APPROVAL OF PAYABLES

Mr. Parish stated payables have been distributed and asked if there were any questions.

Mr. Hawker moved approval of expenditures for the month of January. Seconded by Mr. Dorn. All in favor, motion carried.

8. OLD BUSINESS

Nothing at this time.

9. NEW BUSINESS

Nothing at this time.

10. FRIENDS OF THE WOOD COUNTY PARKS

Mr. Munger stated the annual meeting was held last Sunday with Jim Witter conducting a presentation.

11. HEARING OF VISITORS

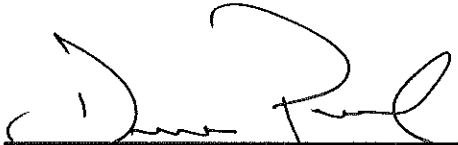
Nothing at this time.

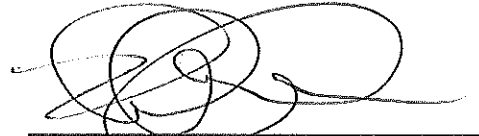
12. EXECUTIVE SESSION

Mr. Dorn moved to adjourn to executive session to discuss potential land acquisition. Mr. Hawker seconded. All in favor, motion carried. The meeting adjourned to executive session at 4:07 p.m.

13. ADJOURNMENT

Mr. Dorn moved adjournment. Mr. Calderonello seconded. All in favor. The meeting adjourned at 4:45 p.m.



Denny Parish, Chairman

Neil A. Munger, Director

Wood County Park District
18729 Mercer Road, Bowling Green, OH 43402 (419) 353-1897