

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
SEPTEMBER 13, 2016**

1. CALL TO ORDER

The meeting was called to order by Chairman Bob Hawker at 3:02 p.m. at the Pratt Family Farm, 25810 Hull Prairie Road, Perrysburg, Ohio.

2. ROLL CALL

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

Others present: Neil Munger, Jeff Baney, Eric Shiffler, Jim Witter, Bryan Bockbrader, Jamie Sands, and Kellie Panning.

3. APPROVAL OF MINUTES

Mr. Hawker stated the minutes of the July 12, 2016 regular meeting and minutes of the August 16 and August 18, 2016 special meetings were distributed to the Board in advance of the meeting for review and asked if there were any additions or corrections. Mr. Parish moved approval of the July 12, 2016 regular meeting minutes and the August 16 and August 18, 2016 special meeting minutes. Mr. Dorn seconded. All in favor, motion carried.

4. CHAIRMAN'S REPORT

Mr. Hawker thanked Mr. and Mrs. Pratt for hosting today's board meeting. Mr. Hawker noted that the Sawyer Quarry Nature Preserve opening recently took place and was a success. Mr. Hawker stated program participation has increased and noted that traffic counters are now installed in several parks and tracking visitors. Mr. Hawker stated staff has been challenged to keep programming fresh and confirmed social media outreach is positive, thanked staff for their efforts and spoke about the importance of retaining good people.

5. DIRECTOR'S REPORT

Bradner Preserve Drive Construction – Mr. Munger stated that bids have been received for the final phase of drive construction at the Bradner Preserve. The drive will connect the new parking lot with the interpretive center. Several bids were received with the low bid from Great Lakes Demolition coming in at \$45,275 with an alternate at \$9,280 for a total of \$54,555. The alternate will allow for an additional eight parking spaces adjacent to the interpretive center as currently all spaces near the center are handicap parking only. Mr. Munger recommended moving forward with Great Lakes Demolition and stated due diligence has been completed on this company with all comments received being positive.

Mr. Dorn moved to approve Resolution 16-039 authorizing Neil A. Munger to enter into an agreement with Great Lakes Demolition Company for the construction of a drive at the Bradner Preserve for the amount of \$54,555.

Seconded by Mr. Parish.

Responding to Mr. Parish, Mr. Munger stated that Great Lakes Demolition is located in Sandusky County. Mr. Hawker reviewed the bids and pointed out that the budgeted amount was \$75,740 noting this bid is well below the budgeted amount. Mr. Munger again recommended going with the additional eight parking spaces noting that no landscaping will be lost with the installation of these spaces. All in favor. Motion carried.

Snow Plow Purchase – Mr. Munger stated that earlier this year a new one-ton dump truck was purchased which doubles as a plow during the winter months. To properly equip the truck for the upcoming season, a new plow is necessary. The plow is an unbudgeted purchase but as the truck came in under budget funding is available. The low bid for the plow came in from Kalida Truck Equipment for \$6,519 and Mr. Munger recommended moving forward with this purchase.

Mr. Dorn moved approval of Resolution 16-040 authorizing Neil A. Munger to purchase a snow plow from Kalida Truck Equipment for the amount of \$6,519. Seconded by Ms. Seiler.

Responding to the Board, Mr. Munger stated that staff reviews online pricing for budgeting purposes as a guide as well as previous year pricing with a percentage increase. Mr. Baney stated that ten years is the standard lifespan of a plow and accessories. Mr. Baney stated that replacement plows are not available but there are four plows in the fleet which is adequate, noting the upgraded plows have two adjustable wings. Mr. Munger stated the Slippery Elm Trail does not get plowed. All in favor. Motion carried.

North Coast Regional Council of Park Districts Grant – Mr. Munger explained that for approximately ten years the Park District has been planning a wetland mitigation project on the east side of the woodlot at the Reuthinger Preserve, in conjunction with membership in the North Coast Regional Council of Park Districts (NCRCPD). Mr. Munger stated there have been some issues with the regulatory agencies required to permit the wetland mitigation site that has held up the approval. Last year a new grant program was initiated by the Natural Resource Conservation Service (NRCS) that supplies wetland credits (acres) to farmers in need of wetland mitigation. The normal routine in mitigation banking is for a wetland banking site to be opened for credit, or acreage, sales to developers in need of wetland mitigation credits. Through the NRCS program, the credits sold will be strictly for agricultural purposes rather than developers. Mr. Munger anticipates the wetland construction will begin in the fall of 2017, noting that a specific timetable has not yet been established. This is all in keeping with the original terms of the donation from Mrs. Lucille Knepper, who stipulated in her will that the property was bequeathed to the Park District with the understanding that it will be “primarily for the preservation and protection of the natural and historical state of the land and the wildlife therein.” Mr. Munger stated farming of the land is ongoing as details are worked out but will cease with wetland construction. The budget developed for the project by NCRCPD wetland consultants Envirotech Inc., includes funding for development as well as ongoing

maintenance of the wetlands after construction. Envirotech has been designing wetlands for nearly 20 years in conjunction with NCRCPD with outstanding results. Responding to Ms. Seiler, Mr. Munger stated that the grant was written by Envirotech and submitted through NCRCPD.

Surplus Property – Mr. Munger stated that several items are at the end of their useful life and proposed for auction, allowable through the Ohio Revised Code. Mr. Munger stated that staff has typically held a sealed bid auction but are considering using an online auction format this year.

Mr. Dorn moved approval of Resolution 16-041 authorizing Neil A. Munger to declare items attached to the resolution as surplus property. Seconded by Mr. Parish. All in favor. Motion carried.

Mr. Munger confirmed that any funds received from the sale of surplus goods goes back into the general fund.

6. DEPARTMENTAL REPORTS

Mr. Witter clarified how traffic is counted at outreach events such as fairs, festivals and other community events. Mr. Witter stated paddle the pond is a popular event at WW Knight Nature Preserve. Responding to Ms. Seiler, Ranger Sergeant, Eric Shiffler, stated the rangers have not had to use Narcan yet. Responding to Mr. Parish, Mr. Munger provided a brief background on the hunting program noting that approximately 130 permits are issued each year.

7. APPROVAL OF PAYABLES

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

Mr. Parish moved approval of the expenditures for the months of July and August. Seconded by Mr. Dorn. All in favor, motion carried.

8. OLD BUSINESS

Compensation Committee Report – Mr. Dorn stated that the committee has met several times and noted that it is now time to move forward with additional increases for staff based upon longevity in current position, as approved in the study. The increases are effective September 2016, January and April 2017.

Mr. Dorn moved approval of Resolution 16-042 establishing a process for placing employees at their proper pay rate based upon longevity in their current position. Seconded by Mr. Parish.

Mr. Munger stated that approximately twenty employees will receive an increase which is based upon longevity in their current position. Mr. Dorn stated that the committee also met with County Commissioner's staff and the county administrator who reviewed the same guidelines when they completed their own compensation plan. All in favor. Motion carried.

9. NEW BUSINESS

Nothing at this time.

10. **FRIENDS OF THE WOOD COUNTY PARKS**

Nothing at this time.

11. **HEARING OF VISITORS**

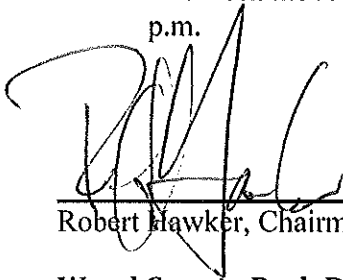
Mrs. Pratt thanked the board for visiting the property and invited board members to tour the property after the meeting.

12. **EXECUTIVE SESSION**

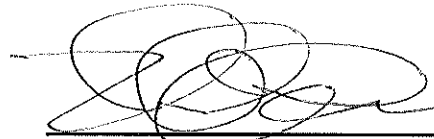
Nothing at this time.

13. **ADJOURNMENT**

Mr. Dorn moved adjournment. Ms. Seiler seconded. The meeting adjourned at 3:35 p.m.



Robert Hawker, Chairman



Neil A. Munger, Director

Wood County Park District

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