

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

1. CALL TO ORDER

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

2. ROLL CALL

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

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

3. APPROVAL OF MINUTES

Mr. Hawker stated the minutes of the November 8, 2016 regular meeting 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 November 8, 2016 regular meeting minutes. Mr. Calderonello seconded. All in favor, motion carried.

4. CHAIRMAN'S REPORT

Mr. Hawker remarked on the weekend snow storm and recognized staff for their efforts in snow removal. Mr. Hawker noted that programming has shifted to cold weather programs and events and commented on the ranger department instruction of the Rape Aggression Defense (RAD) program. Rangers responded that the program is well attended. Mr. Hawker encouraged advertising this valuable program.

5. DIRECTOR'S REPORT

2017 Operating Budget – Mr. Munger stated only minor changes have been made since the Board's review of the draft 2017 operating budget. Mr. Dorn inquired about funding for interns and practicum students. Ms. Sands explained that practicum students typically work approximately ten hours per week for a modest stipend and the internships are full-time with students working on specific projects. Mr. Dorn asked about tuition reimbursement. Mr. Munger stated that while not widely utilized, there has been some interest recently and he recommends keeping funding in the budget.

Mr. Calderonello moved approval of Resolution 16-047 establishing the 2017 Operating Budget for the Wood County Park District. Seconded by Mr. Dorn. All in favor. Motion carried.

Wood County Historical Society Board Appointment – Mr. Munger stated in response to the Board’s request last month, he met with Tim Gaddie who expressed interest in the appointment. Mr. Munger explained that Mr. Gaddie was previously employed at the Wood County Historical Center and his current position as Historic Farm Specialist will be a great fit with the Board. Mr. Munger recommended the appointment.

Mr. Parish moved to appoint Tim Gaddie to serve on the Board of the Wood County Historical Committee. Seconded by Mr. Dorn. All in favor. Motion carried.

Bradner Preserve Drive Project Change Order – Mr. Munger stated the last phase of drive construction is now complete at Bradner Preserve. Mr. Munger stated that per policy, a minor change order of \$1,100 was approved for the contractor to remove a tree stump and the stone mailbox and Board ratification is now required.

Mr. Dorn moved approval of Resolution 16-048 ratifying Change Order Number 001 for the Bradner Drive in the amount of \$1,100 previously approved by Director Neil A. Munger. Seconded by Mr. Parish. All in favor. Motion carried.

ODOT Roadway Fund Pavement Preservation Project – Mr. Munger explained that ODOT roadway funds will be utilized for surface treatment/pavement preservation at three parks. Maintenance Specialist Ned Fairbanks has been coordinating with ODOT and their contractor to secure contract pricing estimates and arrange for the appropriate ODOT purchase orders to complete the work. The projects are located at W.W. Knight Nature Preserve, Slippery Elm Trail Portage Road parking lot and William Henry Harrison Park. Repairs will include crack sealing, sealcoating, and chip and seal. Currently, there is \$47,207 remaining in the Park District’s ODOT roadway funds and the projects have been quoted at \$39,169. The quote includes striping and has been priced out, bid and accepted by ODOT. Mr. Munger clarified that these funds may only be expended for drives and roads and may not be used for repairs to the Slippery Elm Trail. The remainder of the funds will be carried over.

Mr. Dorn moved approval of Resolution 16-049 allowing the allocation of allotted Ohio Department of Transportation Roadway Funds for pavement preservation at the W.W. Knight Nature Preserve, Slippery Elm Trail Portage parking lot and William Henry Harrison Park. Seconded by Mr. Parish. All in favor. Motion carried.

6. DEPARTMENTAL REPORTS

Mr. Baney provided an update on projects commenced in 2016 explaining that a few projects have been delayed and will carry over into 2017 including the archery range at the Wood County Historical Center, Park District Headquarters roof, and the office addition at Carter Historic Farm. The Thompson Stone Hall roof will be replaced next year and site renovations to Zimmerman School are in progress. Mr.

Baney's presentation highlighted the Bradner Preserve parking lot construction and the 700-foot-long boardwalk at Bradner Preserve. Mr. Baney then reviewed projects at Sawyer Quarry Nature Preserve (SQNP) including the staircase providing access into the quarry and stated that the entry gates to SQNP were fabricated in-house. Other projects include infrastructure replacement at Buttonwood, reconstructed boardwalk at the W.W. Knight Nature Preserve, Park District Headquarters maintenance building expansion and the relocation of the Zimmerman School to Carter Historic Farm property. Mr. Baney expressed that staff did a great job this year with a very hectic schedule and all projects were completed safely.

Mr. Hawker noted that departmental reports show a tremendous amount of activity throughout all departments. Mr. Calderonello asked Mr. Witter about a speaking engagement where birds were the topic and further inquired if there was any interesting information on Wood County Park District's bird population. Mr. Witter noted that several distinctive spots were mentioned including Rudolph Savanna, near the river at Otsego Park and Cricket Frog Cove. Mr. Witter agreed that the restoration of native plant species has definitely aided the bird population. Responding to Mr. Calderonello, Mr. Munger confirmed that all board members are bonded.

7. APPROVAL OF PAYABLES

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

Mr. Parish moved approval of expenditures for the month of November. 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

Nothing at this time.

11. HEARING OF VISITORS

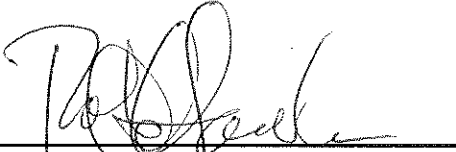
Nothing at this time.

12. EXECUTIVE SESSION

Mr. Hawker moved to adjourn to executive session to discuss potential land acquisition. Mr. Dorn seconded. All in favor. The meeting adjourned to executive session at 3:30 p.m.

13. **ADJOURNMENT**

Mr. Dorn moved adjournment. Mr. Calderonello seconded. All in favor. The meeting adjourned at 3:50 p.m.



Robert Hawker, Chairman



Neil A. Munger, Director

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