

**WOOD COUNTY PARK DISTRICT  
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING  
SEPTEMBER 12, 2017**

**1. CALL TO ORDER**

The meeting was called to order by Vice Chairman Bob Dorn at 3:00 p.m. at the Beaver Creek Preserve, 23028 Long Judson Road, Grand Rapids, Ohio.

**2. ROLL CALL**

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

Others present: Neil Munger, Jeff Baney, and Rob Brian.

**3. APPROVAL OF MINUTES**

Mr. Dorn stated the minutes of the August 8, 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. Hawker moved approval of the August 8, 2017 regular meeting minutes. Mr. Calderonello seconded. All in favor, motion carried.

**4. CHAIRMAN'S REPORT**

Nothing at this time.

**5. DIRECTOR'S REPORT**

William Henry Harrison Restroom Construction – Mr. Munger stated that \$160,000 is budgeted for the restroom project. The project estimate was brought down to 187,370 from over \$200,000 after the consultant modified the plans. Mr. Munger stated that Utopia Construction submitted the low bid of \$169,200 with a \$3,500 alternate for concrete staining. Mr. Munger stated that The Collaborative conducted a reference check on Utopia Construction and recommends acceptance of the bid. Mr. Munger confirmed that the estimate is over the budgeted amount but many projects have come in under budget this year and funding is available. Mr. Hawker noted that he visited one of Utopia's projects and was impressed.

Ms. Seiler moved to approve Resolution 17-039 authorizing Neil A. Munger to enter into an agreement with Utopia Construction, Inc. for the construction of a restroom building at William Henry Harrison Park for the amount of \$172,700. Seconded by Mr. Calderonello. All in favor. Motion carried.

Sawyer Quarry Old House Reroofing – Mr. Munger stated another of this year's projects is reroofing the old house at the Sawyer Quarry Nature Preserve as it's losing shingles. During a recent meeting with the architect, it was confirmed that the roof should be replaced now and future work on the house will not impact the roof. Mr. Munger stated the new roof will be steel and very durable. Ridgetop Construction submitted the low quote at \$12,800. Mr. Munger confirmed that

Ridgetop Construction has completed work for the Park District before and did a great job. Mr. Munger reviewed the estimate and what was included. Mr. Hawker mentioned the need for a ridge cap to avoid moisture problems. Ms. Seiler questioned if this was budgeted for this year which Mr. Munger confirmed that \$12,500 was budgeted. Mr. Munger reiterated that the architect recommends the roof be replaced now to avoid further damage.

Mr. Calderonello moved to approve Resolution 17-040 authorizing Neil A. Munger to enter into an agreement with Ridgetop Construction for the replacement of the roof on the front house at the Sawyer Quarry Nature Preserve for the amount of \$12,800. Seconded by Ms. Seiler. All in favor. Motion carried.

Carter Historic Farm Tiling Project – Mr. Munger stated that retiling of the field at the Carter Historic Farm is included in this year's budget. Mr. Munger met with Tom Carpenter, who farms the land, who indicated only the northern field is in need of tiling at this time. Mr. Carpenter assisted in obtaining quotes for the tiling with the low quote coming in at \$18,539.70 from Phillip W. Foos Farms, LLC. Mr. Munger recommended acceptance of the low quote. Originally, retiling the entire field was budgeted but it is unnecessary at this time. Mr. Munger confirmed the land is leased to Mr. Carpenter for a fee. Ms. Seiler requested additional information including the lease amount. Mr. Baney confirmed Mr. Carpenter is leasing the ground and there is no profit sharing on the crop. Ms. Seiler stated that the farmer is receiving all the benefit on his side and questioned how the Park District is benefiting with this arrangement. Mr. Baney confirmed the area north of the woods is the area in need of tiling. Discussion ensued regarding the lease with Mr. Carpenter. Joe Long pointed out that historically land owners pay for tiling not the leasing individual. There was discussion on the lease amount with members noting that the lease may need to be renegotiated at some point.

It was the consensus of the Board that this item be postponed so Mr. Munger can provide additional information.

Cedar Creeks Playground Addition – Mr. Munger stated additional playground equipment was budgeted for Cedar Creeks Preserve including a tot lot and two swing sets. A grant was applied for and won from Game Time with details still being worked out. The amount has not yet been determined but \$30,000 was budgeted for this year. Mr. Munger will be meeting with a representative from Game Time later this week and noted that the equipment must be ordered by November. The resolution approves expenditure up to \$30,000.

Mr. Hawker moved to approve Resolution 17-042 authorizing Neil A. Munger to purchase playground equipment from David Williams and Associates for an amount not to exceed \$30,000. Seconded by Mr. Calderonello. Upon questioning from Ms. Seiler, Mr. Munger confirmed that the Board has previously approved an "up to" amount on a resolution. All in favor. Motion carried.

6. **DEPARTMENTAL REPORTS**

Mr. Dorn stated departmental reports were distributed and expressed gratitude to staff for their hard work. Mr. Calderonello discussed archery and the type of bows that will be available. Mr. Munger stated the archery range tentative grand opening is late spring or early summer 2018. Mr. Hawker stated that he appreciates hearing about training opportunities. Mr. Hawker questioned the volunteer services/communication report noting that it was pointed out that the staff member is being spread thin. Mr. Munger responded that outreach is busy this time of year and many of the seasonal positions have ended. Ms. Seiler requested the HR Report indicate who took advantage of training opportunities.

7. **APPROVAL OF PAYABLES**

Mr. Dorn stated payables have been distributed and asked if there are any questions.

Mr. Hawker questioned an expenditure of around \$1,000 for brakes and an oil change. Mr. Brian agreed to look into this expense as the Board expressed the fee seemed high. Mr. Munger confirmed additional billing questions for the Board including kayak funding, usage of the fair boardwalk and the electric at Thompson Stone Hall. Mr. Munger pointed out that a new roof will be installed on Thompson Stone Hall within two weeks which is anticipated to lower energy costs.

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

8. **OLD BUSINESS**

Mr. Calderonello suggested Mr. Munger speak to the Bowling Green City Manager regarding signage for Black Swamp Preserve. There was discussion regarding solar arrays and possible future participation by the Park District.

9. **NEW BUSINESS**

Nothing at this time.

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

Nothing at this time.

11. **HEARING OF VISITORS**

The Board welcomed Joe Long, former Board member. Mr. Munger stated there is a meeting this week to discuss the upcoming levy and noted the need for levy chairs.

12. **EXECUTIVE SESSION**

Ms. Seiler moved to adjourn to executive session to discuss a personnel matter. Mr. Hawker seconded. All in favor, motion carried. The meeting adjourned to executive session at 3:34 p.m.

**13. ADJOURNMENT**

Mr. Calderonello moved adjournment. Mr. Hawker seconded. All in favor. The meeting adjourned at 4:05 p.m.



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Denny Parish, Chairman



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Neil A. Munger, Director

**Wood County Park District**  
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