

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
NOVEMBER 13, 2018**

1. CALL TO ORDER

The meeting was called to order by Chairman Dennis Parish at 3:02 p.m. at Park District Headquarters, 18729 Mercer Road, Bowling Green, OH.

2. ROLL CALL

Dennis Parish, present
Bob Hawker, present
Bill Cameron, present
Tom Myers, present
Sandy Wiechman, present

Others present: Neil Munger, Jeff Baney, Jim Witter, Steve True, Todd Nofzinger, Corinne Gordon, Kellie Panning and representing Friends of the Wood County Parks Nancy Wenning.

3. APPROVAL OF MINUTES

Mr. Parish stated the minutes of the October 9, 2018 regular meeting were distributed to the Board and asked if there were any additions or corrections. Mr. Hawker moved approval of the October 9, 2018 regular meeting minutes. Mr. Cameron seconded. All in favor. Motion carried.

4. CHAIRMAN'S REPORT

Nothing at this time.

5. DIRECTOR'S REPORT

2019 Operating Budget – Mr. Munger pointed out that there are not many changes from the prior version of the budget. Mr. Munger stated salaries is still under review with particular attention being paid to seasonal and part-time positions due to the difficulty in attracting and retaining these positions. Mr. Munger stated that additional information will be provided when available and that staff is looking for incentives to attract and retain these positions. Mr. Munger reviewed several line items and modifications noting that the consultant line item is up as a consultant will be hired to lead rappelling at the Sawyer Quarry Nature Preserve (SQNP) in 2019. Mr. Munger reviewed several capital improvement projects including projects at Cedar Creeks Preserve, William Henry Harrison Park and new park signage. Mr. Munger stated that he's working to figure out signage for the archery range and that he may inquire with the Ohio Department of Transportation for directional signage. Another project set for 2019 is a bike skills/pump track at the Slippery Elm Trail in Rudolph. Mr. Munger pointed out that the SQNP interpretive center will be constructed in 2019 with funds carrying over from the 2018 budget and a small shelter will be constructed at the North Baltimore terminus of the Slippery Elm Trail. Other projects for 2019 include updates to the Carter Historic Farm barn roof, air conditioning for the house, water purification in a couple of parks with well water and the naturalist's offices will be moved from W.W. Knight

Nature Preserve to the SQNP. Equipment needs for 2019 include a ¾ ton dump truck for the operations department, police patrol fleet addition, replacement of tasers, video security systems, archery range electric and a compact track loader for the stewardship department. Responding to Ms. Wiechman, Chief Nofzinger stated that he did not foresee any radio changes coming up next year. Responding to the Board, Mr. Munger stated that \$8,000 is budgeted for marketing practicum students and explained the animal care budgets. Mr. Parish noted that the 2018 operating budget is \$4,326,327.70 and 2019 budget dropped to \$4,003,130.90, a decline of nearly \$324,000.

Park Grants – Mr. Munger stated that the Park District sets aside \$100,000 annually to be awarded to agencies throughout Wood County for improvements to their parks. Mr. Baney reviewed the program stating that approximately twenty communities apply annually. Mr. Baney stated that this year 15 communities applied and 13 received a grant. Mr. Baney reviewed requirements to apply and receive funding noting there are three categories which are up to \$5,000, \$5,000 to \$10,000 and over \$10,000. This program has been in effect since 1989 and began at \$50,000 annually and is now up to \$100,000 annually. Responding to Mr. Myers, Mr. Baney stated that he believes the annual funding of \$100,000 is adequate. Mr. Parish stated that the amount may be changed by the Board at any time.

Mr. Cameron moved to approve Resolution 18-027 approving the recommendations of the grant review committee for Local Park Improvement Grants to be awarded in 2019. Seconded by Mr. Myers. All in favor. Motion carried.

Day after Thanksgiving Holiday – Mr. Munger stated that annually the Wood County Board of County Commissioners close all non-essential county offices the day after Thanksgiving. Mr. Munger requested approval to close the Park District office this date as approved in past years. The day is deemed a floating holiday as some Park District employees are required to work. Mr. Munger stated the floating holiday must be used by the end of the year. Mr. Munger recommended approval of designating the day after Thanksgiving a floating holiday for Park District staff.

Mr. Myers moved to approve Resolution 18-028 authorizing the closing of the park office on November 23, 2018. Seconded by Mr. Hawker.

Mr. Parish stated this has been the policy for over thirty years and Mr. Cameron asked if it could be made a permanent policy. Mr. Munger stated in 2019 the employee manual will be updated and this will be reviewed further at that time. All in favor. Motion carried.

Projects Update – Mr. Munger stated the Reuthinger Preserve wetland project has begun with bid opening taking place through the North Coast Regional Council of Park Districts (NCRCPD). The low bid was received from Mark Haynes Construction who has completed a number of NCRCPD projects which have been quite successful. Mr. Munger stated work should begin this year after the corn is harvested with a January completion date.

Mr. Munger discussed the Park District's partnership with Black Swamp Conservancy for a wetland project at the Carter Historic Farm. Mr. Munger reminded the Board that the BSC received a grant for the design and construction of the project. There was a third proposal that came in for the design work that will allow for the entire project to be covered minus about four acres which will be seeded for an upland prairie. Mr. Munger stated there will be a wooded wetland and upland prairie and different ecosystems for interpretation. Mr. Munger stated the project will be started within a month.

Mr. Munger stated the third project is the Baldwin Woods parking lot construction which was awarded a couple of months ago. The Park District's consultant heard from the Army Corps of Engineers that an archeological survey must be completed for the property. Mr. Munger stated that the survey is complete and once the Corps. of Engineers reviews it the project will take about a week to complete. Responding to Mr. Parish, Mr. Munger stated that the new property allows for trails and possibly other improvements in the future.

6. DEPARTMENTAL REPORTS

Mr. Parish stated departmental reports were distributed and asked for questions.

Responding to Mr. Hawker, Mr. Munger stated rentals are consistent with past years. Chief Nofzinger stated that for the most part there are no major damage issues from rentals. Occasionally, there is some tape from streamers but generally renters clean up quite well. Mr. Munger stated that we have withheld some damage deposits but it's not frequent.

7. APPROVAL OF PAYABLES

Mr. Parish stated payables have been distributed and asked for questions.

Mr. Hawker moved approval of expenditures for the month of October. Seconded by Mr. Cameron. Mr. Baney stated that a recent airbag deployment was due to squirrels chewing through wires. Mr. Munger explained that fashion first aid kits are first aid kit giveaways and stated that the Big Fab Lab is frequently used by Jamie Sands for engraving and fabrication. Mr. Munger stated the stove at Carter Historic Farm has been installed and Corinne Gordon supplied 1937 recipe cookies. Mr. Parish noted that he is prepared to write a check. 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

Nancy Wenning, Secretary for the FOTP, came forward to showcase the 2019 FOTP calendar. The calendar is \$20 and meant to draw interest and highlight the annual photo contest. The calendars are currently for sale at Main Street Photo and

Park District Headquarters. The Friends are working on additional places to sell the calendars. The Board suggested Facebook page sharing. Ms. Wenning stated that next year the park and name of photographer will be included in the calendar. Discussion ensued regarding additional businesses to sell the calendar and media coverage.

11. HEARING OF VISITORS


Nothing at this time.

12. EXECUTIVE SESSION

Mr. Cameron moved to adjourn to executive session to discuss property acquisition. Mr. Hawker seconded. All in favor. The meeting adjourned to executive session at 3:45 p.m.

13. ADJOURNMENT

Mr. Myers moved adjournment. Ms. Wiechman seconded. All in favor. The meeting adjourned at 4:50 p.m.



Denny Parish, Chairman



Neil A. Munger, Director

Wood County Park District
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