

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
DECEMBER 8, 2020**

1. CALL TO ORDER

The meeting was called to order by Chairman Tom Myers at 4:00 p.m. at the Hankison Great Room at the W.W. Knight Nature Preserve, 29530 White Road, Perrysburg, Ohio.

2. ROLL CALL

Tom Myers, present
Sandy Wiechman, present via video conference
Dennis Parish, present via video conference
Bill Cameron, absent
Kim Rose, present

Staff present: Neil Munger

3. APPROVAL OF MINUTES

Mr. Myers stated the minutes of the November 10, 2020 regular meeting were distributed to the Board in advance of the meeting and asked if there were any additions or corrections. Ms. Rose moved approval of the November 10, 2020 regular meeting minutes as presented. Ms. Wiechman seconded. A roll call vote was conducted with all in favor, motion carried.

4. CHAIRMAN'S REPORT

Mr. Myers stated he had nothing to report at this time.

5. DIRECTOR'S REPORT

Mr. Munger reported that the final draft of the 2021 operating budget for the Park District was distributed to the Board for review in advance of the meeting. Mr. Munger noted that there were very few revisions from the draft reviewed at the November meeting. Mr. Munger noted that specifically, the estimate for installation of electric at the Zimmerman School and installation of a sump pump was received and was added to the capital improvement line for Zimmerman School. In addition, Mr. Munger noted that Operations Manager, Rob Brian, realized that the quote received for the operations mower was for two units with only one requested for 2021 and the equipment line of the budget was adjusted to reflect the change. Mr. Munger noted that the salaries included in the final budget reflected the changes discussed at the November meeting including 3% cost of living salary increases for all staff. Mr. Munger noted that overall, this year's budget is at \$4,180,833.53 versus \$4,445,105.56 in 2020 for a decrease of \$264,272.03. Mr. Parish moved approval of resolution 20-039 establishing the 2021 operating budget. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Munger reported that included in the 2021 budget is the purchase of a patrol vehicle for the park police department. Mr. Munger noted that in past years we

have waited until after the new year to order patrol vehicles resulting in delays in delivery due to the large number of vehicles ordered. Mr. Munger stated that in order to expedite the process it was decided to place the order prior to the end of the year after passage of the budget. Mr. Munger reported that per the law enforcement policy manual, all vehicles in the park police fleet must be pursuit rated. Mr. Munger added that as there are presently no pick-up trucks that have the pursuit rating we have elected to go with an SUV. Mr. Munger stated that in addition, as a natural resource based agency we try to be as environmentally friendly as possible and have elected to go with a hybrid engine for better fuel economy. Mr. Munger noted that as Ford is the only patrol SUV that is pursuit rated and has a hybrid engine option that narrowed the vehicle search down to the Ford Interceptor. Mr. Munger stated that Police Sergeant, Eric Shiffler, distributed vehicle specification and quote forms to all the Ford dealers in Wood County as well as Bauman Ford in Oregon. Mr. Munger stated that quotes received were from Thayer Ford for \$39,368.30, Reineke Ford for \$39,124.00 and Baumann Ford for \$38,295.30. Mr. Munger stated that after reviewing all quotes he recommends going with the low quote submitted by Baumann Ford for \$38,295.30. Mr. Parish moved approval of resolution 20-040 authorizing Mr. Munger to purchase a Ford Police Interceptor SUV from Baumann Ford for the amount of \$38,295.30. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Munger reported the review panel for the Local Park Improvement Grant Program met on Thursday, December 3 to review the grant applications received and their recommendation for the 2021 awards were included in the board packets for review prior to the meeting. Mr. Munger noted that this year applications were received from 20 entities throughout Wood County with requests for a broad range of projects. Mr. Munger stated that the grant review panel consists of three park professionals from outside Wood County insuring impartiality and volunteer to assist us in reviewing the applications received. Mr. Munger stated that this year's grant panel consisted of Amy Bowman-Moore from Erie Metroparks, Bill Patch from the Hancock Park District and Christina Boyer from the Sandusky County Park District. Jeff and Rob are responsible for coordinating the grant program and prepared the summary of grant applications and recommended awards included in your packets. Mr. Parish moved approval of resolution 20-041 approving the recommendations of the local park improvement grant review panel. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Munger reported that repairs to the Slippery Elm Trail in the vicinity of Gypsy Lane Road heading south were included in the 2020 budget, noting that the situation is that the pavement is heaved up and cracking badly making it hard for cycling and almost impossible for in-line skating. Mr. Munger stated that Operations Manager, Rob Brian, had representatives from asphalt companies inspect the site and give us recommendations on what is causing this situation and what we can do to prevent it in the future. Mr. Munger stated that all agreed that it is due to the trees adjacent to the trail and the only long term solution would be to come in with a rock saw and cut along the entire length of that section 18" down to sever the roots and prevent them from continuing to grow under the trail. Failure to do this would result in the pavement continuing the same pattern of damage almost immediately. Mr. Munger stated that in preparation for repaving this

section of the trail next year Mr. Brian has requested to get this process completed this year so we can proceed with paving as early as possible in the spring. Mr. Munger stated that Mr. Brian has investigated several options and the only contractor he located that would offer this service is Morlock Asphalt in Portage who quoted \$6,100 to complete the work. Mr. Munger stated that he recommends moving forward with completing the work now and contracting with Morlock Asphalt to complete the work. Ms. Wiechman moved approval of resolution 20-042 establishing the 2021 operating budget. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Munger reported that as everyone is well aware, the current state of the COVID-19 virus is more serious than ever, noting that the Governor of Ohio has once again reiterated that mass gatherings of more than 10-people should be avoided. Mr. Munger noted that back in July the Board voted unanimously to close all Park District rental facilities until such time that the board acts to reopen facilities and further cancelled all reservations through the end of 2020. Mr. Munger stated that as the present situation with the pandemic is at its worst point to date he recommends that the board authorize the cancellation of facility rentals through February. Mr. Munger added that in February we can get an update of the status and reassess the situation and consider opening of facilities. Mr. Parish agreed that given the current situation as well as the recommendation of the Governor, the facilities should remain closed with no action taken by the board to reopen the rental facilities at this time. Mr. Parish added that as there appears to be no sign that the pandemic will subside in the near future he agreed that cancelling reservations through February would be appropriate. After discussion it was the consensus of the board to cancel all facility rentals through February and discuss the status of future facility rentals again at the February meeting.

6. DEPARTMENTAL REPORTS

Mr. Myers stated departmental reports were distributed to the board in advance of the meeting for review and asked if there were any questions that Mr. Munger could pass along to department heads. No questions were raised.

7. APPROVAL OF PAYABLES

Mr. Myers stated payables for the month of November were distributed to the Board in advance of the meeting for review. Ms. Rose moved approval of the payables for the months of October. Mr. Parish seconded. No questions were raised, a roll call vote was conducted with 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

No information raised.

11. HEARING OF VISITORS

No concerns were raised.

12. EXECUTIVE SESSION

Nothing at this time.

13. ADJOURNMENT

Ms. Rose moved adjournment. Mr. Parish seconded. The meeting adjourned at 4:37 p.m.



Tom Myers, Chairman



Neil A. Munger, Director

Wood County Park District, 18729 Mercer Road, Bowling Green, OH 43402