

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONER'S MINUTES REGULAR MEETING
02/15/2022**

1. CALL TO ORDER

The meeting was called to order by Chairman Sandy Wiechman at 4:10 p.m. at W.W. Knight Nature Preserve, 29530 White Road, Perrysburg, Ohio 43551.

2. ROLL CALL

Sandy Wiechman, present
Kim Rose, present
Dennis Parish, present
Tom Myers, present
Bill Cameron, present

Staff present: Troy Bateson, Eric Scott, Jamie Sands, Chris Smalley, Diana Ziems, Rob Brian, Eric Shiffler, Corinne Gordon, Jim Witter

Members of the Press: Clint Corpe (WBGU 88.1FM, The Morning Show), Jan Larson McLaughlin (BG Independent News), Debbie Rogers (Sentinel Tribune), Jane Maiolo (Perrysburg Messenger)

Guest: Frank McLaughlin

3. APPROVAL OF MINUTES

Ms. Wiechman stated the minutes of the January 11th, 2022 regular meeting were distributed to the board in advance of the meeting and asked for a motion to approve the minutes. Ms. Rose moved approval of the January 11th, 2022 meeting minutes as presented. Mr. Myers seconded. Ms. Wiechman asked if there was any discussion on the minutes. No discussion. A roll call vote was conducted with all in favor, motion carried.

4. CHAIRMAN'S REPORT

Ms. Wiechman had nothing to report.

5. DIRECTOR'S REPORT

Mr. Smalley thanked everyone for attending the board meeting. He announced that the program department received 2nd place at the State of Ohio Department of Recreation Association for their Geochase program. Mr. Smalley stated it was a pleasant surprise to receive this award during the annual OPRA Conference. Mr. Smalley stated there were over 125 programs across the state nominated. Mr. Smalley thanked the program staff stating this is a great indication of their quality of work.

Mr. Smalley presented equipment purchases the Stewardship department has received. He provided multiple quotes for a Kubota utility vehicle with Streaker Tractor and Sales coming in with the lowest quote and within the budgeted amount. Mr. Smalley proposed the purchase of the Kubota utility vehicle to the board. Ms. Wiechman stated resolution 22-002 authorizes purchase of a Kubota 5 series RTV utility vehicle for use by the Stewardship department from Streaker Tractor and Sales for the amount of \$16,324.16. Mr. Cameron moved approval of Resolution 22-002, Ms. Rose seconded. Mr. Cameron asked about the previous vehicle. Mr. Smalley stated the it would be declared surplus due to the age of the equipment. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the second piece of equipment is an F350 for the Stewardship department. Mr. Smalley noted Eric Scott, Stewardship Coordinator, sought out quotes from multiple sources and the lowest quote came from Thayer Ford Nissan in the amount of \$49,761.72. Mr. Smalley recommended this quote to the board. Ms. Wiechman stated Resolution 22-003 authorizes the purchase of a 2022 Ford F350 pickup truck for the use by the Stewardship department from Thayer Ford Nissan in Bowling Green, OH. for the amount of \$49,761.72. Mr. Myers moved approval of resolution 22-003, Mr. Cameron seconded. Ms. Rose requested confirmation of the year of the vehicle. Ms. Wiechman responded stating the vehicle is a 2022 Ford. Ms. Rose inquired on the truck approved and purchased in 2021. Rob Brian responded it was a 2022 pickup truck for Operations department. Ms. Rose inquired if the 2022 Ford F350 for Stewardship is replacing a current vehicle. Mr. Smalley stated this vehicle will eventually be replacing a small white Chevy pickup truck. Mr. Scott stated this vehicle will replace the white Ford pickup truck. Mr. Scott continued by stating Stewardship currently has a big Caterpillar that can pull the one big trailer in the department-- and for a four-man department to maintain 1,200 acres they need to spread out. Mr. Scott also noted the new vehicle purchase will give an alternative source to use other than the big Ford F550 to pull trailers and equipment. Mr. Cameron asked if the 2022 Ford F350 will be in the purchase queue and inquired if this would be the third vehicle in the purchase queue. Mr. Brian stated Operation's 2022 Ford has been delivered, so this would be the second vehicle in the purchase queue. Mr. Smalley stated we are waiting on delivery of the patrol vehicle. Mr. Cameron asked if delivery was still planned for April on the patrol vehicle, and Mr. Smalley agreed. Mr. Cameron asked if there was a projection of delivery date on the Stewardship vehicle. Mr. Scott responded it could be 20-30 weeks. Mr. Smalley noted the Operations truck was delivered sooner than projected. Mr. Parish requested confirmation if this Stewardship truck was a new vehicle, and not a replacement vehicle. Mr. Smalley responded this will be a new vehicle due to the two smaller Stewardship vehicles not having adequate towing capacity. Mr. Smalley stated the small Chevy truck in Stewardship was purchased in 2006 or 2007. Mr. Smalley noted the green F150 in Stewardship, that does not have adequate towing capacity, was purchased via state bid in 2003. Ms. Rose inquired if we are selling those two vehicles. Mr. Smalley stated we will eventually sell these vehicles, once we have this new vehicle in place and have some surplus. Mr. Smalley noted the

goal of reducing the number of surplus vehicles and equipment in the future. Ms. Wiechman asked Mr. Scott if he had stated this new truck would be replacing the small Chevy truck. Mr. Scott stated that is the goal, due to the mechanical condition of the small Chevy truck. Mr. Smalley stated it won't be an immediate replacement. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the third piece of equipment is a Tow Master T16dt trailer from Buck & Knobby. Mr. Smalley noted the Stewardship department sought out quotes from multiple vendors. Mr. Smalley stated this trailer has a tilt bed unit to safely move the Caterpillar and heavy-duty equipment of the Stewardship department. Mr. Smalley noted the best quote came in from Buck & Knobby at \$15,260.00 for the Tow Master T16dt trailer. Mr. Smalley proposed using this quote to purchase this trailer so the Stewardship department can tow the Caterpillar or heavy-duty skid steer. Mr. Myers inquired if the quote from Ron's Trailer in Oregon, OH. had the same piece of equipment. Mr. Smalley stated the Ron's Trailer manufactures custom equipment and is similar due to being a tilt bed trailer. Mr. Myers asked if it would do the same job as the trailer quoted thru Buck & Knobby. Mr. Smalley stated it should do the same job. Mr. Myers stated the reason for his inquiry is Ron's Trailer is locally run in Ohio and a neighbor of our community. Mr. Smalley stated Buck 'n Knobby is located just over the Michigan border and they have a good reputation and warranty and are the better choice due to being a heavy equipment dealer. Mr. Cameron inquired if all bids need to meet specifications. Mr. Smalley stated Mr. Scott obtained all of the bids and all specifications were met. Mr. Smalley noted that the difference in the two bids between Buck & Knobby and Ron's Trailer is Ron's quote noted due to the size of the piece of equipment, part of the equipment would hang over the edge of the trailer, which would not be a safe alternative. Mr. Cameron inquired if this piece of equipment would be in stock at Buck & Knobby, or would it need to be produced. Mr. Scott responded yes, Buck & Knobby would have this trailer in stock. Mr. Scott also stated Ron's Trailer would need to custom-build this piece of equipment. Mr. Cameron asked if this equipment is needed immediately, or could we put out for bids again. Mr. Cameron stated he is not comfortable with going out of state for equipment when we have a bid from a company in Ohio. Mr. Scott stated the board has approved trailer purchases through Buck & Knobby in the past and they are a reputable dealer. Mr. Cameron stated he isn't questioning their reputation, he stated he's interested in exploring bids in Ohio. Mr. Smalley also stated we've used Buck & Knobby in the past and their equipment is good and has held up. Mr. Smalley stated we can table this discussion and seek additional quotes. Mr. Smalley noted the Stewardship department did seek out four more vendors. Mr. Cameron stated he's not doubting the Stewardship department did their due diligence. Mr. Myers stated he doesn't think we need to table the discussion. Mr. Myers noted to everyone to appreciate the fact that the board may have questions, and the board has an entire county to represent equally, and from an educational standpoint, the board will have questions. Mr. Parish moved approval to purchase the trailer from Buck & Knobby. Mr. Myers seconded. Ms. Rose inquired if a few more quotes could be obtained. Mr. Scott stated five quotes were obtained. Mr. Smalley

stated the trailer market, like many other equipment markets, are a little tougher than they've been in the past. Ms. Rose stated we only have two quotes. Mr. Smalley stated an attempt was made for seven quotes, and only two vendors that chose to send quotes. Mr. Cameron inquired if there are any other Ohio vendors available for quotes. Mr. Smalley stated further attempts can be made, if the board deems it necessary. Ms. Rose inquired how long we've been waiting for a response to these quotes. Mr. Scott stated they began the quote process once the board had approved the budget and they had their specifications. Mr. Scott stated once this year began, it was time to submit the vendor quotes. Mr. Myers stated his concern with waiting, at this point in time, is that we are in the middle of February and grass cutting season is right around the corner, and if we can't handle it with the existing equipment, it's understood. Mr. Myers noted from a due diligence standpoint, the board has to ask these questions or they aren't handling their fiscal responsibility to the constituents of Wood County. Mr. Myers stated if Buck & Knobby is the best option, then he is supportive of the best option. Mr. Smalley agreed that Buck & Knobby is the best option. Mr. Smalley also agreed that the season for grass mowing and other tasks are fast approaching and we are only going to see longer delays for equipment availability. Mr. Cameron inquired if Buck & Knobby would have this trailer in stock and delivered in 30 days. Mr. Scott stated he doesn't know the exact timeframe. Mr. Scott also noted this was another reason they favored Buck & Knobby—they had stated the trailer would be available sometime this year, whereas the other companies were unsure regarding delivery. Mr. Scott stated it was Stewardship's goal to combine the best price and delivery timeframe. Mr. Cameron inquired if we can find out if the trailer purchase is in queue. Mr. Smalley responded stating he would find out. Mr. Parish stated, in an aside, he had worked with Buck & Knobby in the past at Otsego Park and City of Defiance and had satisfactory experiences and they've been around a long time. A roll call vote was conducted for Resolution 22-004 with all in favor, motion carried.

Mr. Smalley stated the next item is our Local Park Improvement Grants fund release. Mr. Smalley stated every year, per the County Auditor's office, we complete a resolution to release funds. Mr. Smalley stated as the projects are completed by the different municipalities and they begin turning in their receipts to Rob Brian we can then reimburse them. Mr. Smalley presented the resolution to the board for approval to release the funds that had been approved at the January board meeting. Ms. Wiechman stated she has resolution 22-005 that allows distribution of approved local park improvement grant program funds. Mr. Cameron moved approval of resolution 22-005. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the last item of his report is a housekeeping item held over from the January meeting involving changing board meeting dates and/or times. Mr. Smalley stated after meeting with the heads of the departments to get their thoughts on board meeting times and dates, the general consensus was earlier times would be better. Mr. Smalley noted that he received a few suggestions to move the meeting to the third

Tuesday of the month. Mr. Smalley stated the reason being is this will allow the information to get from the County Auditor's and Commissioner's office to us first and be fresh in time for the board meeting. Mr. Smalley stated ultimately the decision is up to the board. Ms. Rose inquired if "earlier" meant in the morning. Mr. Smalley stated "earlier" as in early afternoon, 1:00 and on. Mr. Smalley noted he received one request for morning meeting time. Mr. Cameron inquired if the meeting day/time was not changed, could staff use flex time to compensate. Mr. Smalley stated for some staff that is a good option, but for others with childcare issues this would not work. Mr. Cameron stated the board has some members with very flexible schedules and some that don't. Mr. Smalley stated going back to 3:00 pm would be easier for most staff. Mr. Smalley invited the head of departments to give their opinions. Jim Witter, Programs Coordinator, stated that due to child care an earlier board meeting time would be helpful. Ms. Wiechman asked Mr. Witter what his preferred meeting time would be. Mr. Witter responded 1:00 pm would be better. Ms. Wiechman asked Mr. Scott his opinion on the board meeting date and time changes due his involvement in child care for his children. Mr. Scott stated he preferred a 1:00 pm or 2:00 pm start time for the board meetings. Mr. Brian stated he is free from child care and prefers 3:00 pm, but he's pretty open to any time. Sgt. Troy Bateson stated their shift change is at 3:00 pm, and anything before or after would be fine. Corinne Gordon stated she was open to any time board meeting start time. Jamie Sands stated she is pretty open, however she stated she knows of a lot of staff that would be able to attend the meeting if it were earlier. Ms. Wiechman inquired on Ms. Sands version of "earlier". Ms. Sands responded with "earlier" being 1:00 pm. Ms. Wiechman asked the board members their thoughts on date and time. Mr. Myers stated 3:00 pm is workable, however, the third Tuesday of the month would be a deal-breaker. Mr. Cameron asked Mr. Myers if the second Tuesday at 3:00 pm would work. Mr. Myers stated second Tuesday at 3:00 pm would be fine. Ms. Rose stated the second Tuesday at 3:00 pm would be fine, she prefers 1:00 pm, but would be open to 3:00 pm to make sure all board member could attend. Mr. Parish stated he is completely open and can attend whenever. Mr. Parish moved approval of moving the board meeting date and time to the second Tuesday of the month at 3:00 pm. Mr. Cameron seconded. No further discussion. A roll call vote was conducted with all in favor, motion carried.

6. DEPARTMENTAL REPORT

Ms. Wiechman stated department reports were distributed to the board in advance of the meeting. Ms. Wiechman stated she loved Mr. Witter's Programs report and learned a lot. No further discussion.

7. APPROVAL OF PAYABLES

Ms. Wiechman asked the board for a motion to approve the payables. Mr. Myers moved to approval the payables. Mr. Cameron seconded. No discussion. A roll call vote was conducted with all in favor, motion carried.

8. OLD BUSINESS

No old business was raised.

9. NEW BUSINESS

No new business was raised.

10. FRIENDS OF THE PARK

Mr. Smalley stated as a reminder the Friends of the Park's Trustee meeting is Wednesday, 2/16/2022, at 3 pm at W.W. Knight Preserve. If anyone would like to attend.

11. HEARING OF VISITORS

Mr. McLaughlin stated he appreciates the opportunity to address the board. Mr. McLaughlin expressed his interest in expanding the bike trails in our area due to positive impact the bike trails seem to have to the local businesses. Mr. McLaughlin stated he thought it would be a great idea to look into finding a way to develop a bike trail between Perrysburg and Bowling Green, due to the huge success of the Slippery Elm Trail.

12. EXECUTIVE SESSION

Mr. Cameron moved to adjourn to executive session for discussion of confidential personnel matters. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried.

13. ADJOURNMENT

Regular meeting ended at 4:44 pm.



Sandra Wjechman, Chair



Chris Smalley, Director

W.W. Knight Nature Preserve, Hankison Great Room, 29530 White Road, Perrysburg, OH. 43551