

**WOOD COUNTY PARK DISTRICT  
BOARD OF PARK COMMISSIONER'S MINUTES REGULAR MEETING  
7/12/2022**

**1. CALL TO ORDER**

The meeting was called to order by Chairman Sandy Wiechman at 3:00 p.m. at the Wood County Park District Headquarters, 18729 Mercer Rd., Bowling Green, OH. 43402.

**2. ROLL CALL**

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

Staff present: Steve Thomson, Eric Scott, Tom Belcher, Andrew Kalmar, Chris Smalley, Diana Ziems

Members of the Press: Roger LaPointe (Sentinel Tribune), Jane Maiolo (Perrysburg Messenger), Clint Corpe (WBGU 88.1FM, The Morning Show)

Guests: Candace Weis (Friends of the Park)

**3. APPROVAL OF MINUTES**

Ms. Wiechman stated the minutes of the 6/14/2022 meeting were distributed to the board prior to the meeting. She asked for a motion to approve the minutes for the 6/14/2022 meeting. Mr. Cameron moved approval of the meeting minutes as presented. Mr. Myers seconded. A roll call vote was conducted with all in favor, motion carried.

**4. CHAIRMAN'S REPORT**

Ms. Wiechman stated she had nothing to report.

**5. DIRECTOR'S REPORT**

Mr. Smalley stated the I.R.S. increased mileage reimbursement a second time to the amount of \$0.625 per mile. He presented resolution 22-012 to increase mileage reimbursement to stay on track with other Wood County government organizations and keep current with the I.R.S. standard. Ms. Wiechman stated Resolution 22-012 by the Board of Park Commissioners of the Wood County Park District accepting revisions to the Wood County Park District mileage reimbursement policy in keeping with the current I.R.S. standards, which is now \$0.625 per mile. Mr. Myers moved to approve resolution 22-012. Ms. Rose seconded. No discussion. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated Wood County Park District has been working to update our inventory and to address surplus property. He stated a list of surplus items was included in the board packet for review; a large portion of the items from the Park Police department. Mr. Smalley presented resolution 22-013 so the listed items can be declared surplus and the Park District can properly dispose of these items. Ms. Wiechman stated resolution 22-013 by the Board of Park Commissioners of the Wood County Park District to declare the attached list of items as surplus property. Mr. Cameron moved to approve resolution 22-013. Ms. Rose seconded. Mr. Parish inquired on what happens to the firearms. Mr. Smalley stated that firearms can be traded in for credit to an authorized vendor or Park Police officers are given the opportunity to purchase the firearms. Mr. Parish stated, for clarification, the Wood County Park District does not have a public sale for firearms. Mr. Smalley agreed. Ms. Rose asked for clarification on the trade-in of firearms for credit. Mr. Smalley stated he will research this and report back to the board. Ms. Wiechman inquired, if the resolution is approved, how soon the surplus items would be placed on the public auction site. Park Police Chief Thomson replied they will be placed on the auction site as soon as possible. Chief Thomson stated they are using a new online auction system and still are ironing out some issues. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Archer Company Study Implementation request from the board commissioners has been completed and presented resolution 22-011 for public reading. Ms. Wiechman stated resolution 22-011 by the Board of Park Commissioners of the Wood County Park District to implement the new Archer Company recommendations to the employee compensation plans. Ms. Wiechman stated Mr. Parish moved to approve this resolution and Ms. Rose seconded at the June meeting.

Mr. Smalley stated Pump Trax was recently on site at the Rudolph Bike Park wrapping up revisions to the mound on the eastern portion of the property. He stated we are now in the process of reviewing the work and making a list of any remaining work that may be needed. Mr. Smalley stated we are working on park signage and additional prep work for the site. Mr. Myers inquired on a date of completion for the Rudolph Bike Park. Mr. Smalley stated no opening dates have been determined. He stated due to Pump Trax just completing construction, review of the work is still needed. He stated when all evaluations are concluded, we'll have a better idea of a soft-opening date. Mr. Myers stated after hearing this information, we may be anticipating a post-Labor Day opening date. Mr. Smalley stated that sounds like a good estimate, but cannot give an opening date until further evaluation. Mr. Smalley stated options for improvements to the parking lot have been reviewed. He stated after conversations with the Wood County Engineer's office, we received an estimate for tar and chip sealing. He stated we've used them for tar and chip sealing at Park District Headquarters, Carter Historic Farm and Cricket Frog Cove. Mr. Smalley presented a resolution for tar and chip sealing at the Rudolph Bike Park. Ms. Wiechman stated resolution 22-014 by the Board of Park Commissioners authorizing Chris Smalley to enter into an agreement with the Wood County Engineer for tar and chip sealing for the parking lot at the Rudolph Bike Park for

the amount of \$9,000.00. Mr. Parish moved approval of resolution 22-014. Mr. Cameron seconded. Mr. Parish inquired if Wood County Engineers Office does the work themselves, or is it contracted. Mr. Smalley stated he'll research this inquiry. He stated after meeting with members of the Park Operations department and other staff they are happy with the results from past work by the Wood County Engineers. Ms. Wiechman inquired on clarification of the location of the parking lot. Mr. Smalley stated it will be the main parking lot off of Mermill Road. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated he prepared examples of the 2023 Statutory Budget last month, and is presenting the revised versions this month per the board commissioner's request. Mr. Smalley stated approval is needed on either the 1.5% or 3% cost of living adjustment to enable the Park District to submit to the Wood County Budget Commission for their review by the deadline of July 15<sup>th</sup>, 2022. Mr. Parish motioned to accept the 2023 Statutory Budget with the 3% cost of living adjustment. Mr. Cameron seconded. Mr. Parish started discussion with stating this version would be easier to reduce the percentage for planning purposes than it would to increase. Mr. Smalley stated this is a statutory budget and based on our estimates moving forward. Ms. Wiechman stated resolution 22-015 establishing the 2023 statutory budget for the Wood County Park District with a 3% COLA. A roll call vote was conducted with the majority in favor, motion carried.

Mr. Smalley stated a recent safety grant was received, through Steve Thomson's efforts, in the amount of \$1,000 for fire extinguishers. Mr. Smalley also stated we received a thank you from the Commissioner's office regarding the Park District's efforts towards the Wood County Safety Fair. The Park District provided a tent and set-up support, as well as park logistics support. Mr. Smalley noted the Friends of the Parks held their annual Staff Appreciation luncheon on June 16<sup>th</sup>, 2022. Mr. Smalley thanked the Friends of the Parks for this well-attended luncheon and expressed appreciation for their contributions to the parks.

## **6. DEPARTMENTAL REPORTS**

Ms. Wiechman stated most departmental reports were received prior to the meeting. Mr. Smalley stated Kristin's report was presented today due to the delay in receiving the necessary information from the County Auditor's office.

## **7. APPROVAL OF PAYABLES**

Ms. Wiechman stated the payables were received today and requested a moment to review. She then called for a motion to approve. Mr. Cameron moved to approve the payables. Ms. Rose seconded. A roll call vote was conducted, with all in favor. Motion carried.

## **8. OLD BUSINESS**

Mr. Parish stated it was decided at last month's meeting to meet at Wood County Park District Headquarters for July's meeting. Mr. Parish proposed meeting at Carter Historic Farm for August's meeting. Mr. Smalley stated he'll check the schedule and will tentatively set the August meeting for Carter Historic Farm.

**9. NEW BUSINESS**

Mr. Parish stated the Park District is hosting a Yoga Program at W.W. Knight Nature Preserve, led by Glory Meyer; voted a top yoga instructor in Northwest Ohio. Mr. Parish stated it's proven to be popular, due to the event selling out within two days at \$50.00/person. Mr. Parish encouraged the media to observe the last day of the program.

Ms. Wiechman introduced Andrew Kalmar as the new Assistant Director of the Wood County Park District.

**10. FRIENDS OF THE PARKS**

Candace Weis announced the Friends of the Parks are having a fall plant sale at Carter Historic Farm a week prior to Farm Fest. Ms. Weis stated the sale will feature plants and shrubs that bloom in the fall. Ms. Rose inquired if a brochure will be available regarding the fall plant sale. Ms. Weis confirmed advertising will be available.

**11. HEARING OF VISITORS**

No visitors heard.

**12. EXECUTIVE SESSION**

Ms. Wiechman stated the board will be entering into executive session to discuss an employee matter. She stated there will be no decisions made during this executive session. Mr. Parish moved to adjourn to executive session. Mr. Cameron seconded. Adjourned to executive session at 3:26 p.m.

**13. ADJOURNMENT**

Executive session ended at 3:59 p.m.



Sandra Wiechman, Chair



Chris Smalley, Director

Wood County Park District, 18297 Mercer Rd., Bowling Green, OH. 43402