

**Wood County Park District  
Board of Park Commissioner's Minutes Regular Meeting  
02/14/2023**

**1. Call to Order**

The meeting was called to order by Chairperson Tom Myers at 3:00 p.m. at Wood County Park District Headquarters, 18729 Mercer Rd., Bowling Green, OH. 43402.

**2. Roll Call**

Tom Myers, present  
Sandy Wiechman, present  
Bill Cameron, present  
Wendy Headley, absent  
Rebecca Ferguson, present

Staff present: Tom Belcher, Kristin Long, Craig Spicer, Steve Thomson, Rob Brian, Zeb Albert, Justin Siler, Chris Smalley, Diana Ziems, Corinne Gordon, Andrew Kalmar

Members of the Press: Jan Larson McLaughlin – B.G. Independent News, Debbie Rogers – Sentinel Tribune

Guests: Frank McLaughlin

**3. Approval of Minutes**

Mr. Myers stated the minutes from the 01/10/2023 board meeting was distributed to the board prior to the meeting. Mr. Cameron moved approval of the 01/10/2023 minutes as presented. Ms. Wiechman seconded. A roll call vote was conducted with all in favor, motion carried.

**4. Wild Lights Presentation**

Craig Spicer from the Programs Department gave a presentation on the successful Wild Lights Weekend that ran from 1/13/2023 – 1/15/2023, 5 p.m. to 8 p.m. Mr. Spicer advised foam animals are used from the Arrowwood Archery Range in the Wild Light displays, since they are not being used for target practice during the winter. Mr. Spicer's presentation included a video that displayed people of all ages enjoying the light displays that were located at W.W. Knight Nature Preserve. Mr. Spicer stated approximately 800 people attended Wild Lights Weekend and also enjoyed hot chocolate, cookies and activities indoors arranged by Jamie Sands and the Friends of the Parks. Mr. Myers thanked Mr. Spicer and stated this is another example of the many great things the Programs Department offers.

**5. Chairman's Report**

Nothing was reported by Mr. Myers at this time.

## **6. Director's Report**

Mr. Smalley stated in 2018 ODOT started the process in Wood County to designate state and U.S. bike route, possibly connecting to the Slippery Elm Trail. Mr. Smalley stated now in 2023 ODOT is ready to begin the implementation and signing of these bike routes not only in Wood County but over the entire state of Ohio. Mr. Smalley stated we have three options of participation: (1) Install signs ourselves, as provided by ODOT. This includes an agreement for the Park District to maintain the signs. (2) Have ODOT install them, and the Park District maintain the signs in perpetuity. (3) Decline participation altogether. Mr. Smalley stated after speaking with Rob Brian, it was decided the Park District will install the signs provided by ODOT and maintain the signs in perpetuity. Mr. Myers presented resolution 23-006 to the Board of Park Commissioners. Mr. Cameron motioned to approve the resolution. Ms. Ferguson seconded. Mr. Myers asked how long it would take to install the signage. Rob Brian stated it would be a one-day project with minimal maintenance moving forward. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Park District departments have been working to update inventory lists to help identify what is needed and what could be declared surplus, per ORC code. Mr. Smalley stated there may be additional surplus property declarations later in the year. Mr. Myers presented resolution 23-007 to the Board of Park Commissioners. Ms. Ferguson motioned to approve the resolution. Mr. Cameron seconded. Mr. Cameron suggested to have the guns and ammunition removed from the surplus property list and be held safely until next time those items are purchased. Mr. Smalley stated the reason the guns and ammunition are being declared surplus is so they can be sold to an authorized firearms dealer and would not be sold to the general public. Ms. Wiechman asked if this process is also applied to police vehicle accessories. Mr. Smalley stated any items specific to law enforcement or emergency vehicles will not be sold to the general public. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated there is a utility easement request to a section of trail in Huron County, maintained by Lorain County Metropolitan Park District, for the members of the North Coast Inland Trail. Mr. Smalley stated because Wood County Park District is 2% owner in the North Coast Inland Trail, our input is required. Mr. Smalley is presenting a resolution after reviewing with attorney Abe Lieberman. Mr. Myers presented resolution 23-008 to the Board of Park Commissioners. Ms. Wiechman motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Adam Phillips Pond Agreement is up for renewal. Mr. Smalley stated the Adam Phillips Pond is located at the East Gypsy Lane Road complex and has been overseen jointly with the Wood County Commissioners office since 2004. Mr.

Smalley stated the most current version of the renewal has been reviewed by our attorney and insurance carrier, and is now ready to be submitted to the Wood County Commissioners. Mr. Myers presented resolution 23-009 to the Board of Park Commissioners. Ms. Wiechman motioned to approve the resolution. Ms. Ferguson seconded. A roll call vote was conducted with all in favor, motion carried. Mr. Myers asked if Adam Phillips Pond is frequented often. Mr. Smalley stated due to the weather this time of year that visitors are low. He stated as the weather improves, more people will stop by to fish and employees of the East Gypsy Lane complex enjoy the area for their lunch breaks.

Mr. Smalley stated the J.C. Reuthinger Memorial Preserve expansion project has been on the books for several years. Andrew Kalmar brought plans for the expansion project for the board members to review to help clarify the work being completed. Mr. Kalmar stated the estimated cost of the expansion is \$170,000.00. He stated the mandatory pre-bid meeting was held at 1:00 p.m. earlier that day and the bid opening is on 2/22/2023. Mr. Smalley stated the Stewardship department has expanded and an expansion is needed. Ms. Ferguson asked if the driveway would need to be relocated. Mr. Kalmar stated the driveway will need to be moved because it is now located right beside the current building. Mr. Myers asked if this addition is a pole-barn type of construction. Mr. Kalmar stated it is a pole-barn construction. Mr. Smalley stated this project has been carried over on the capital improvements budget for a few years. Ms. Ferguson asked if the \$170,000 budget will be enough to complete the project. Mr. Kalmar stated it should be enough to complete the project. Ms. Wiechman asked if any renovations will be completed on the interior of the existing building. Zeb Albert stated the Stewardship department had opportunities to give their input on the project. Mr. Myers presented resolution 23-010 to the Board of Park Commissioners. Ms. Ferguson motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated in December 2021 the Board of Park Commissioners approved the purchase of a 2022 hybrid SUV patrol interceptor package unit and the purchase order was prepared at that time. Mr. Smalley stated the original order was cancelled by Ford's main office and converted by Reineke Ford to a 2023 vehicle order. Mr. Smalley stated Mr. Kalmar discovered that Reineke Ford had an SUV patrol interceptor unit that is not a hybrid, but was available due to another municipality backing out of the order. Mr. Smalley stated he contacted Mr. Myers to advise of this vehicle purchase opportunity. He stated the decision was made to use the existing purchase order to obtain this non-hybrid SUV patrol interceptor. Mr. Smalley stated the original purchase agreement with Ford for the hybrid patrol interceptor is still in place. Mr. Smalley asked the board members if this original purchase agreement can stay, keeping in mind a police vehicle was already in the budget for 2023. Ms. Ferguson asked if we've been

carrying along the original purchase order amount of \$39,660, and if the Park District would only be funding the difference between the two amounts. Mr. Smalley stated the \$39,660 was used to purchase the gas-model SUV patrol vehicle. He is asking to keep the original purchase order open to eventually purchase the hybrid SUV patrol vehicle. Mr. Myers presented resolution 23-011 to the Board of Park Commissioners. Ms. Wiechman moved to approve the resolution. Mr. Cameron seconded. Mr. Myers stated the decision to approve the purchase the gas-model SUV patrol vehicle was due to being put through the ringer with the original vehicle purchase agreement. He believes it was a good compromise. A roll call vote was conducted with all in favor. Motion carried.

Mr. Smalley stated the Country Garden Club donated \$4,000.00 toward the W.W. Knight Nature Preserve boardwalk project. He stated the funds were received on 1/17/2023.

Mr. Smalley stated the Stewardship Coordinator C.P.Q. was evaluated by the Archer Group and now has provided further information. He stated the Archer Group has revised the Stewardship Coordinator position from pay grade 9 to pay grade 10. Ms. Ferguson moved to approve this pay grade change. Mr. Cameron seconded.

Mr. Smalley stated Rob Brian has been working with the Wood County Highway Department regarding deferred maintenance along the Slippery Elm Trail. He stated due to staffing issues and the recent pandemic a more aggressive approach was needed, and the Wood County Highway Department was able to assist with larger equipment. Mr. Smalley stated this will give park visitors more space to enjoy the trail and give our Park District staff the room needed to maintain the park. Mr. Myers asked if the remaining \$5,000.00 budgeted be enough to complete the maintenance. Mr. Brian stated the halfway point of maintenance was reached early last week. Mr. Myers asked if the work completed created the space needed for Park District staff to complete regular maintenance. Mr. Brian stated it did create enough room for ongoing maintenance.

Mr. Smalley stated the Otsego project has three main components; the concrete and masonry work, the steel fabrication and supports, and piping relocation. Mr. Smalley prepared three resolutions to address the repairs needed at Otsego Park. Mr. Myers presented resolution 23-012 regarding masonry work to the Board of Park Commissioners. Mr. Cameron motioned to approve the resolution. Ms. Wiechman seconded. A roll call vote was conducted with all in favor. Motion carried. Mr. Kalmar stated replacement of double doors and steel door is included, along with installing flashing to prevent water damage to the stone work. Mr. Myers presented resolution 23-013 regarding required steel work to the Board of Park Commissioners. Ms. Wiechman motioned to approve the resolution. Ms. Ferguson seconded. A roll call vote was conducted with all in favor. Motion carried. Mr. Myers presented resolution 23-

014 regarding piping relocation to the Board of Park Commissioners. Mr. Cameron motioned to approve the resolution. Ms. Wiechman seconded. A roll call vote was conducted with all in favor. Motion carried.

**7. Departmental Reports**

Mr. Myers stated department reports were distributed previous to the meeting. There was no further discussion.

**8. Approval of Payables**

Mr. Myers stated the payables for the month of January were distributed to board members prior to the meeting and called for a motion to approve. Ms. Wiechman made a motion to approve the payables, Ms. Ferguson seconded. A roll call vote was conducted with all in favor, motion carried.

**9. Old Business**

No old business heard at this time.

**10. New Business**

No new business heard at this time.

**11. Friends of the Wood County Parks**

Candace Weis was not in attendance. Mr. Smalley stated the next Friends of the Parks Trustee meeting will be 02/15/2023 at the Wood County Park District Headquarters at 3:00 p.m.

**12. Hearing of Visitors**

Frank McLaughlin stated he is a Bowling Green resident and former Park Commissioner. Mr. McLaughlin stated he was excited to see the agenda topics regarding the O.D.O.T. trail, North Coast Inland Trail and Slippery Elm Trail. Mr. McLaughlin stated he is a frequent user of the Slippery Elm Trail and suspects this is one of the most utilized parks of the Wood County Park District. Mr. McLaughlin requested the Park District keep the possibility of expanding trails to the northern part of Wood county at the forefront. He stated there has been some discussion of connecting the North Coast Inland Trail with the trails that run west out of Lucas county. Mr. McLaughlin stated he's been frustrated with the lack of levy support from the public. He stated in northern Wood county there are surface streets as designated areas for biking. Mr. McLaughlin stated he realizes this would be a big undertaking, and potentially be very expensive. Mr. Smalley stated he'll be meeting in March with Ottawa county to discuss how to connect the trail from Genoa to Millbury. He stated we're still actively meeting regarding the Chessie Circle Trail and hoping to work with the Wood County Port Authority to develop some options.

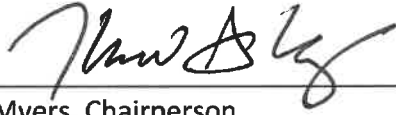
**13. Executive Session**

Mr. Myers stated the board will adjourn to executive session to discuss land acquisition.

Ms. Wiechman made a motion to adjourn to executive session, Ms. Ferguson seconded.  
The board adjourned to executive session at 3:53 p.m.

**14. Adjournment**

Board meeting adjourned at 4:32 p.m.



Tom Myers, Chairperson



Christopher Smalley, Director

Wood County Park District Headquarters, 18729 Mercer Rd., Bowling Green, OH. 43402