

Canfield, Ohio  
August 14, 2017

A Special Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, August 14, 2017, at the MetroParks Farm. President Lee Frey welcomed guests and staff.

The meeting opened at 6 p.m. with recitation of The Pledge of Allegiance. Roll Call was as follows: Germaine Bennett, present, Lee Frey, present; Tom Frost, present; John Ragan, absent; and Tom Shipka, present.

James Ridge, Staff Accountant presented the Finance Director's report. Tom Shipka moved, the funds having been certified as on hand and duly appropriated, that disbursements #73739 - #74032, for a total of \$942,691.30 be approved. The motion was seconded by Germaine Bennett and the vote taken resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

James also presented the cash balances as shown below:

**Departmental Report for Finance**  
Finance Department  
Last updated: August 7, 2017  
Prepared by: Kevin W. Smith - Director of Finance



INFORMATION ITEMS:

CASH BALANCES  
August 7, 2017

Cashier Change	\$7,400.00
Cash-Active Account	\$1,296,354.49
Cash-Payroll Account	\$10,000.00
*Star Ohio Investment Acct.	\$1,452,417.06
**Home Savings Money Market	\$2,004,999.64
<b>TOTAL CASH</b>	<b>\$4,771,171.19</b>

\*Star Ohio has a current net yield of 1.16%.

\*\*Home Savings Money Market has a current net yield of 1.03%

*ITEMS REQUIRING BOARD APPROVAL:*

**CHECK APPROVAL**

*Approval required of checks written per the check registers provided to the board.*

**APPROPRIATION ADJUSTMENT REQUESTS**

*None anticipated.*

Justin Rogers, Planning Manager, presented the following bid tabulations:

**TABULATION OF BIDS**

Planning & Operations Department  
Date: August 4, 2017  
By: Andrew Steingass, Park Planner



**MCP – PARKING LOT IMPROVEMENTS**

BID OPENING: August 2, 2017

ESTIMATE: \$91,181.00

10% BID CAP: \$100,299.10

Name of Bidder	Total Amount of Bid as Read at Bid Opening	Total Amount of Bid After Tabulation
Barbicas Construction Co., Inc.	\$107,710.00	\$107,710.00
Chagrin Valley Paving, Inc.	\$98,407.50	\$98,407.50
R.T. Vernal Paving and Excavating, Inc.	\$79,571.00	\$79,571.00

NOTES:

1. Three (3) bids were received, checked and tabulated. The total amount of two (2) bids were within the 10% bid cap. Barbicas Construction Co., Inc.'s bid exceeded the 10% bid cap and must be rejected in accordance with Section 153.12 of the Ohio Revised Code.
2. No mathematical errors were found in any of the submitted bids.
3. The low bidder at bid opening and after tabulation is R.T. Vernal Paving and Excavating, Inc.
4. All required bonds, documents, forms and attachments were included with R.T. Vernal Paving and Excavating, Inc.'s bid.
5. R.T. Vernal Paving and Excavating, Inc. is experienced in the type of work required. R.T. Vernal Paving and Excavating, Inc. listed three (3) parking lot projects on the MetroParks' Qualifications Questionnaire which total \$587,000. Currently, they are the prime contractor for the MetroParks' East Cohasset Drive Improvements – Phase 2 project. Their most recent completed project as the general contractor for the MetroParks was the Scholl Tennis/Basketball Court improvement project in 2006, although they were the asphalt paving subcontractor on the 2016 Lily Pond parking lot project.

RECOMMENDATION:

1. It is recommended that R.T. Vernal Paving and Excavating, Inc. be awarded the contract for the project named "MCP – PARKING LOT IMPROVEMENTS" at the grand total amount bid of \$79,571.00.

Tom Frost motioned that the bid of R.T. Vernal Paving and Excavating, Inc. be accepted. Tom Shipka seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

Atty. Ted Roberts spoke regarding the Draft Collaboration Agreement for the purpose of enhancing fundraising activities to benefit the MetroParks, by coordinating activities of the Mill Creek Park

Foundation, the Friends of Fellows Riverside Gardens, and Mill Creek MetroParks. He requested tentative approval to share the draft agreement with all parties to review. Tom Shipka moved that a proposed amendment be made on page 2, #2 under The Terms and Conditions, first sentence as follows:

The Executive Director and Director of Development of the MetroParks, **in consultation with the Development Standing Committee of the Board of Park Commissioners of Mill Creek MetroParks**, will develop a comprehensive set of strategic fundraising objectives and priorities,

Tom Frost seconded the motion to include the amendment. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

Tom Frost moved that a tentative approval to share be given to share the draft agreement. Tom Shipka seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

Aaron Young, Executive Director gave a Water Quality Presentation; many community partners were invited

- Mahoning County Board of Health – Patricia Sweeney, Mahoning County Health Commissioner, spoke regarding septic systems, water testing state-wide, and farmland; and about all entities working together.
- City of Youngstown – Tara Cioffi, Administrator in Youngstown City Health District spoke regarding CSOs, and all entities working together.
- City of Youngstown – Chuck Shasho, Deputy Director of Public Works, spoke about the timeline for eliminating CSOs in the MetroParks
- Mahoning County Soil and Water District – Kathy Vrable-Bryan spoke about all communities working together.
- Boardman Township – Marilyn Kenner, Township Road Superintendent, noted that there are no CSOs in Boardman.
- Mill Creek MetroParks – Planning Manager, Justin Rogers, spoke at length about AWARE, their history 20+ year history, and their ongoing community-wide efforts to improve water quality in Mahoning County.
- City of Youngstown – Mayor McNally spoke about the EPA's settlement that puts Youngstown on an enforceable schedule to eliminate direct discharges of raw sewage, and eliminate a sewer overflow in Mill Creek MetroParks over the next 20 years. He'd like to see more involvement with all partners in the watershed.

Doug Pezzuto, a member of the Horticulture Standing Committee, and former MetroParks Forestry Supervisor, made a recommendation to the Board to bring back a full-time Forestry crew, or to at least hire one full-time Forester or Arborist. Lee Frey said to put this discussion on the September 18, 2017, Board Meeting agenda.

- Randy Malleske, MetroParks Operations Manager, spoke regarding the current staffing for forestry/tree work, continuing education for staff, response time, working with the Arborist on staff (Andrew Pratt, Fellows Riverside Gardens Director), and hiring an outside firm as needed.
- Joseph Antenucci from the Finance Standing Committee, had questions regarding budgetary matters if/when the Board approves a recommendation that affects the budget, such as this recommendation from the Horticulture Standing Committee.
- Sean Logan, from the Wildlife Standing Committee, had questions regarding Standing Committees bringing recommendations to the Board, and their timeline for the Board to get input from the staff, before making a decision.

Commissioners Comments:

- Tom Shipka thanked everyone for participation, help and support.
- Tom Frost thanked everyone, and for the presentation.
- Germaine Bennett thanked everyone, and suggested that introductions be made for visiting community leaders. She noted that all people running for the Mayor of Youngstown were invited.
- Lee Frey thanked all of the department directors for surviving the summer, the activities, ads running, and reports given today.

Lee Frey announced that the next Regular Meeting has been rescheduled for Monday, September 18, 2017, at 6 p.m., at the MetroParks Farm.

Germaine Bennett moved the Board meet in Executive Session to consider the appointment, employment, discipline, or compensation of public employees. Tom Frost seconded the motion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

The motion was passed, and the Board met in Executive Session at 7:42 p.m.

Tom Shipka motioned to return to Regular Session. Tom Frost seconded the motion and the Board returned from Executive Session at 8:45 p.m. and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

There being no further business, Tom Shipka moved to adjourn the meeting. Tom Frost seconded the motion, and the vote taken resulted as follows:

Voting Aye: Bennett, Frey, Frost, Shipka  
Voting Nay: None

The meeting adjourned at 8:46 p.m.