

Canfield, Ohio
October 10, 2017

A Special Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Tuesday, October 10, 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, absent; John Ragan, present; and Tom Shipka, present.

Kevin Smith, Finance Director presented the Finance Director's report. Lee Frey moved, the funds having been certified as on hand and duly appropriated, that disbursements #74283 - #74529, for a total of \$916,179.51 be approved. The motion was seconded by Germaine Bennett. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Appropriation request:

- To increase appropriations by \$58,620.00 to account 701-7044-5097 – Replacement Reserve – Clean Ohio Appropriations. The MetroParks were recently approved for this latest Clean Ohio grant opportunity and will be reimbursed at a 75% rate.

Lee Frey motioned that the appropriation request be approved. Tom Shipka seconded the motion, and the roll being called upon its adoption, the vote resulted as follows:

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

Kevin presented a recommendation to the Board to designate Chase Bank as an additional depository, as required by Ohio Revised Code Section 135. Lee Frey moved that Chase Bank be designated as an additional depository for a five year period beginning November 1, 2017, and ending October 31, 2022. Germaine Bennett seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Justin Rogers presented the following bid tabulations:

TABULATION OF BIDS

Planning & Operations Department

Date: September 27, 2017

By: Justin Rogers, Planning Manager



Mill Creek Golf Course – Golf Cart Lease

BID OPENING: September 27, 2017 ESTIMATE: \$0.00

10% BID CAP: \$0.00

Name of Bidder	Total Amount of Bid as Read at Bid Opening	Total Amount of Bid After Tabulation
Club Car, LLC (Finleyville, PA)	\$66,766.56	\$66,766.56
Lake Erie Golf Cars (Warrensville Heights, OH)	\$96,906.00	\$96,906.00

NOTES:

1. Two (2) bids were received, checked and tabulated.
2. No errors were found in the bids submitted.
3. The low bidder at bid opening and after tabulation is Club Car, LLC.
4. Three forms were submitted without being notarized. Additionally, the Criminal Background Check Certification was not submitted with the original bid. All other required bonds, documents, forms and attachments were included with Club Car, LLC's bid.
5. Club Car, LLC is experienced in and capable of providing the equipment required in the specifications. The MetroParks has not previously leased equipment from Club Car, LLC.

RECOMMENDATIONS:

1. It is recommended that Club Car, LLC be awarded the contract for the equipment bid project named "Mill Creek Golf Course – Golf Cart Lease," at the grand total amount bid of \$66,766.56.
2. It is recommended that the Board of Park Commissioners authorize the Executive Director to enter into any agreements as may be necessary and appropriate for executing and maintaining this lease agreement.

Lee Frey moved that Club Car, LLC be awarded the bid, and that the Executive Director be authorized to enter into any agreements as may be necessary and appropriate for executing and maintaining this lease agreement. John Ragan seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Carol Vigorito presented the following special event request:

- Whitetails Unlimited has requested to hold their annual fundraiser on December 19, 2017, in McMahon Hall.

Lee Frey moved that the request be approved. The motion was seconded by Germaine Bennett, and the vote taken resulted as follows:

Voting Aye: Bennett, Frey, Ragan, Shipka

Voting Nay: None

Susan Dicken, former MetroParks Executive Director, and Development Director, spoke as a representative of the Friends of Fellows Riverside Gardens & Mill Creek MetroParks Foundation Task Force, which has been working on a Collaborative Agreement for a Conservancy. She offered a history of her time with the MetroParks, spoke about the legacy to the community, stewardship, partnerships, and history of the Friends organization. She indicated that the Task Force must say no to the Commissioner's Collaborative Agreement, but remain willing to work with the committee, and support projects. Discussion ensued, with Lee Frey asking what was stopping the Friends of FRG from joining. Tom Shipka noted that, also, there were legal and operational issues, as who would oversee the fundraising for the Conservancy. Everyone was in agreement to continue to work together, to advocate for the MetroParks.

Executive Director's Report:

The Mahoning County District Board of Health has completed the water quality testing of Lake Newport and Lake Glacier in accordance with the State of Ohio Harmful Algal Bloom Response for Recreational Waters program. Water quality results identified non-detectable levels of microcystins within Lake Newport and levels of microcystins that are well below the numeric threshold of less than 6 ug/L for Lake Glacier. These results indicate that the algae on Lake Newport and Lake Glacier is not considered a Harmful Algal Bloom. Previously posted general information signage regarding algal blooms will remain posted at both locations in an effort to keep visitors informed.

Dan Kuzma of the Environment Standing Committee gave their report; he handed out a written report to the Board. He stated that they reviewed all oil and natural gas documents, and he suggested that a long-term organization of these documents is an ideal goal for the Park to establish. They recommended implementing an electronic database to store and organize the records. Dan also recommended that a sentence be added to the Committee's charge: "The Environment Committee will also provide recommendations to the Board regarding protecting and enhancing the Park's environmental quality and natural resources." Discussion ensued. Steve Avery, Planning & Operations Director stated that he was in agreement with their suggestions. The Board suggested they talk to Mandy Walker, Office Manager, regarding a database, and asked that the Committee come up with the exact wording for the motions for the November Board Meeting.

Rick Shale of the Community Engagement Standing Committee gave their report; a written report had been given previously to the Board for their review. The Committee has two policy proposals: 1. Naming Policy, and 2. Historic Document Preservation Policy. Rick elaborated on why they feel the policies are necessary, and recommended options. After much discussion, the Board asked that the Committee to work with Jaime Yohman, Marketing Manager and staff liaison to the Committee, and Chris Litton, Development Director, to come up with the exact wording for the motions for the November Board Meeting. Chris said that he would discuss this at their next Development Committee meeting in December.

Frank Krygowski of the Community Engagement Standing Committee spoke about the history of his involvement with the MetroParks' bicycling community, and suggested three things: 1. Form a Bicyclist's Advisory Committee, 2. Commit to following the American Association of State Highway and Transportation Officials' (AASHTO) Guide for the Development of Bicycle Facilities, and, 3. Address and correct existing designs that reduce bicyclist safety or convenience. His detailed report was given previously to the Board for their review. Frank elaborated on why the Committee felt these changes were critical for safety. He suggested that safety inspectors that specialize in bicycling be involved. Steve Avery, Planning & Operations Director indicated that the suggested changes would negatively impact the safety on the multi-use trails. After much discussion, the Board asked that the Committee to work with Steve for recommendations to the Board, and with Jim Willock, Chief of Police for safety issues. The Committee also requests that they be involved in future project planning.

Commissioners Comments:

- Lee Frey thanked the committees and the task force for their reports and time.
- Germaine Bennett appreciated the information given this evening, and that the committees will hear back from the Board.
- John Ragan thanked the committees for the information, and thanked all staff members for their hard work this summer.
- Tom Shipka thanked the volunteers, committees, and task force for their work.

Lee Frey announced that the next meeting has been scheduled for 6 p.m., Monday, November 13, 2017, in McMahon Hall at the MetroParks Farm.

There being no further business, Germaine Bennett moved to adjourn the meeting. John Ragan seconded the motion, and the roll being called upon its adoption, the vote resulted as follows:

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

The meeting adjourned at 7:40 p.m.