

Canfield, Ohio
February 11, 2019

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, February 11, 2019, 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; Jeff Harvey, present, and Paul Olivier, present.

This being the second meeting of 2019, and their bonds having been duly provided, the election of officers in accordance with Section I-b of the By-Laws of the Board of Park Commissioners was commenced. Aaron Young, Secretary of the Board, acted as temporary chairman and asked for a motion for the election of officers for 2019.

Germaine Bennett moved that Lee Frey be elected President for 2019. The motion was seconded by Jeff Harvey and passed, and the vote taken resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Lee Frey moved that Germaine Bennett be elected Vice President. The motion was seconded by Paul Olivier and passed, and the vote taken resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Mr. Young returned control of the meeting to the Board President, Lee Frey.

Jeff Harvey moved the Board meet in Executive Session to consider collective bargaining matters. Germaine Bennett seconded the motion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

The motion was passed, and the Board met in Executive Session at 6:04 p.m.

Germaine Bennett moved to return to Regular Session. Paul Olivier seconded the motion and the Board returned from Executive Session at 6:15 p.m. and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

The Board was presented with the Minutes of the Meeting of January 14, 2019. Commissioner Frey accepted the minutes into the records as written.

Kevin Smith, Finance Director/Treasurer presented the Department Report for Finance. Lee Frey moved, the funds having been certified as on hand and duly appropriated, that disbursements #78344 - #78426 for a total of \$550,263.22 be approved. The motion was seconded by Jeff Harvey and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Kevin Smith requested to increase appropriations to account 100-1100-5056 – Golf Course Operations, Professional Services by \$6,000.00. The Mill Creek MetroParks Foundation has made a \$6,000.00 donation to go toward an equipment purchase for in-school programming in 2019. Lee Frey made a motion to approve the request. The motion was seconded by Germaine Bennett, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Kevin Smith presented the following Resolution for Approval:

R-19-01
RESOLUTION REQUESTING AUTHORIZATION
TO MAKE TAX ADVANCE REQUESTS TO
THE MAHONING COUNTY AUDITOR ON BEHALF OF THE BOARD
AS THEY BECOME AVAILABLE THROUGHOUT 2019

WHEREAS, per ORC 321.34, the Mahoning County Auditor has procedures available to request Real Property Tax Collection advances for Mill Creek MetroParks, and

WHEREAS, the Treasurer of the MetroParks will request advances on the dates listed below:

- February 22, 2019 (if sufficient taxes are collected)
- March 1, 2019
- March 8, 2019
- March 15, 2019
- March 22, 2019 (if settlement is not completed by this date)

and,

WHEREAS, the Board of Park Commissioners of Mill Creek MetroParks authorizes the Treasurer to make this request, and authorizes the Treasurer to receive advances when funds are available throughout the calendar year, and

WHEREAS, the Treasurer of the MetroParks will provide the Mahoning County Auditor a copy of this resolution by noon the Monday before the advance is scheduled.

Lee Frey moved that the resolution be approved. The motion was seconded by Paul Olivier and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Kevin Smith requested that our Staff Accountant, James Ridge be designated as the Credit Card Compliance Officer due to the new credit card policy. He will provide a quarterly update to the Board. Lee Frey moved that the request be approved. The motion was seconded by Jeff Harvey and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Lee Frey, in accordance with the roles and responsibilities outlined in the Seventh Amended and Restated Trust Agreement establishing the Mill Creek MetroParks Foundation and based upon the recommendation of the current members of the Foundation, he moved to appoint Cynthia Wollet, CPA to a three-year term as a member of the Mill Creek MetroParks Foundation with a term commencing on March 1, 2019, and expiring February 28, 2022. Paul Olivier seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Megan Millich, Human Resources Director presented an updated 2019 Employee Handbook. Lee Frey moved that the handbook be approved. After discussion, the motion was seconded by Jeff Harvey, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Megan Millich presented the FOP union contract for 2019, 2020, & 2021. Lee Frey made a motion to accept the contract. Germaine Bennett seconded the motion. The Board was happy with the good job done on negotiating the contract, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Andrew Pratt, Gardens Director, presented the following special event request for approval:

- Garden Forum Membership meetings, permission to collect funds, April 13, 2019, and October 12, 2019, at the Davis Center.

Lee Frey moved that the request be approved. The motion was seconded by Paul Olivier. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Executive Director Report

1. MetroParks Facility Acreage Update
2. Congratulations to Steve Avery for 30 years as a MetroParks employee

Chris Litton, Development Director, gave an update.

Commissioners Comments

- Paul Olivier – Congratulations to HR Department for smooth union contract negotiations
- Jeff Harvey – Congratulations to Steve. Congratulations to HR Department. Stated that the changes made to the Standing Committee policies last month can be revisited if there's any problem with implementing them.
- Germaine Bennett – Congratulations to HR Department. Congratulations to Steve. She stated that she appreciated the work of the Standing Committees. Encouraged people to participate and keep the interest up.
- Lee Frey – Stated that the Board is trying to make the best decisions for the MetroParks, employees, committees, and community.

Lee Frey motioned that the 2019 Goals for the Executive Director be approved. These goals have been discussed with the Executive Director.

1. The Executive Director will continue to promote the mission of the MetroParks and its impact on Mahoning County.
2. The Executive Director will continue to implement the goals and strategies of the 2013 Master Plan.
3. The Executive Director will continue to develop and lead a professional administration that is committed to transparency, efficiency, fiscal responsibility and long-term sustainability. It will be done by continuing to maintain and operate by a set of Board-approved personnel policies and

procedures and addressing departmental and staff succession planning for key leadership positions.

4. The Executive Director will attend at least one meeting a year of each of the Standing Committees to allow them to exchange ideas with him.
5. There will be a quarterly status update on the arborist.

Germaine Bennett seconded the motion, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

Public Comments to the Board

- Deby Clark – Feels that several recent Board changes to the Standing Committee policy are unfair and unnecessary, 1. that the committee replacements will be Mahoning County Residents, and, 2. that the staff liaisons will present the reports of the committees. She requested that matter be discussed further.
- Eric Clark – following up on what Deby said, questioning why reporting has to be done by the staff liaisons.
- Lee Frey commented that the committees are permitted to speak to the report that the staff liaison presents. Will have open discussion at the March Board Meeting.

Lee Frey announced that the next meeting is scheduled for Monday, March 18, 2019, at 6 p.m. at the MetroParks Farm.

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

Voting Aye: Bennett, Frey, Harvey, Olivier
Voting Nay: None

The meeting adjourned at 6:44 p.m.