

Canfield, Ohio
June 16, 2008

The Board of Park Commissioners of Mill Creek MetroParks met in Regular Session on Monday, June 16, 2008, at 6:00 p.m., with members M. Virginia Dailey, Carl Nunziato, and Rick Shale present.

Mr. Nunziato moved the Minutes of the Meetings of April 21, and May 22, 2008, be approved.
The motion was seconded by Dr. Shale and passed.

Dave Christy, Administrative Services Director/Treasurer announced that we have received our reimbursement from the WRRSP Grant from last year for \$1.6 million. The hard work of Justin Rogers was noted and, appreciation was expressed for the role of the Village of Lordstown. Justin Rogers gave a brief summary of the project.

Dave Christy presented the Treasurer's Report. Dr. Shale moved, the funds having been certified as on hand and duly appropriated and, that disbursements #43541 through #44064 be approved.

The motion was seconded by Mr. Nunziato; the vote taken resulted as follows:
Voting Aye: Dailey, Nunziato, Shale
Voting Nay: None

Mr. Christy discussed some recent changes to the Public Records Law. He then presented a newly revised Mill Creek MetroParks Public Records Policy for approval. He reported that a training session on the Public Records Law would be held in the coming months. Either a Board member or someone who manages the records whom they appoint attend the training. Mr. Christy suggested that he and Police Chief Nature Pinkard attend. Dr. Shale moved that the revised policy be approved, and that Dave Christy and Nate Pinkard be authorized to attend the training for the Board.

The motion was seconded by Mr. Nunziato and the vote taken resulted as follows:
Voting Aye: Dailey, Nunziato, Shale
Voting Nay: None

Dave Imbrogno, Executive Director presented a new Visitor Comment Card. These brief, four question forms will be given to visitors to solicit their reaction to almost any MetroPark experience they had such as a completing a program, a purchase, use of a park facility, etc. Responses can be mailed back or dropped in suggestion boxes throughout the MetroParks. They will come directly to Executive Director.

Dave Imbrogno explained the new staff evaluation process. The full evaluation will be in June, separated by six months from announcement of raises so that the discussion will be performance-focused and not directly linked to compensation. A December appraisal meeting will follow up on any issues identified during the June evaluation. A copy of the form was given to the board. Staff members will be asked to do a self evaluation and bring it with them. Supervisors will be asked to do

their evaluation of the staff member in pencil and be prepared to change it during their discussion with the employee. In addition to the performance evaluation, goals and objectives for the coming year will be incorporated into the evaluation which will be part of the following year's performance review.

Tony Leone, Special Projects Director, presented Resolution R-08-05, Resolution of Authorization to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, material, supplies, or other articles (e.g. Sodium Chloride) for approval. Dr. Shale moved the resolution be approved.

R-08-05
Resolution of Authorization

WHEREAS, Section 5513.01(B) of the Ohio Revised Code provides the opportunity for Political Subdivisions to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, material, supplies, or other articles, and

WHEREAS, the Mill Creek Metropolitan Park District operates pursuant to Chapter 1545 of the Ohio Revised Code,

NOW, THEREFORE, BE IT RESOLVED BY The Mill Creek Metropolitan Park District Board of Park Commissioners that the Executive Director is authorized to enter into an agreement with the Ohio Department of Transportation for participation in a Contract for Sodium Chloride and will abide by all terms and conditions as required.

The motion was seconded by Mr. Nunziato and the vote taken resulted as follows:
Voting Aye: Dailey, Nunziato, Shale
Voting Nay: None

Staff Reports: Dave Imbrogno reported that a collaborative Community Day and Concert will be held in Smith Township, on August 16. The event will be co-sponsored with the Smith Township Trustees at a proposed new community park which they hope to create at an abandoned school site near Sebring. Banners and posters will be placed throughout the western side of the county. The goal is to create a programmatic presence in those parts of the county where the MetroParks does not have a physical presence.

Mr. Imbrogno also visited Copeland Oaks in the western part of the county with Steve Avery. They advised the facility on construction of a new cross country trail. They also discussed possible collaborations between Copeland Oaks and the MetroParks at on the Copeland Oaks site. Ideas included doing programming for their residents and holding some MetroParks community events on the park-like grounds.

A visitor recently suggested that we place a golf cart at the Par 3 course for disabled and other golfers that had mobility problems. One has been purchased and is now available for free use of disabled visitors only.

The MetroParks summer concert series begins Wednesday, June 18. Concerts at Yellow Creek Park in Struthers also start this week.

The MetroParks Volunteer Event is scheduled for August 6. It will be held at the MetroParks farm with food, farm tours many fun activities.

It was announced that CBOSS was helping us update and redesign the MetroParks website through a partial contribution of new software and monthly management fees. The new software will allow us to change things on the website in-house, immediately. Mr. Imbrogno noted that much of the new design came from Julie Peterson and our in-house design staff.

Also, a graphic designer, James DeRosa is helping the MetroParks to establish a visual identity and branding program to tie together the graphic look of all of our brochures, signs etc. He too is doing this for a reduced fee.

Ellen Speicher, Assistant Horticulture Director, gave a presentation about the MetroParks' plant records program. Plant records are what transform a garden into a scientific collection. They record what plants we have, where they came from, monitors their condition, and records their eventual disposition. This makes the plant collection much more useful to researchers and to interested gardeners. Ellen showed the collection's accession record books, explained BG-Base plant records software, and other tools. The plant records database is currently accessible to the public in our library. We hope to make it available on our website soon perhaps using an intern on the project. This year the "Fellows Favorite" daffodil, developed in honor of the Fellows Riverside Garden's 50th anniversary, will be added to the collection.

Ms. Dailey announced that the next Regular Board Meeting has been scheduled for Monday, July 21, 2008, 6 p.m. at Fellows Riverside Gardens.

The Board received the following public comments:

¥ There was a question about whether the Emerald Ash Borer has been found in the MetroParks. It has not. However, we are being proactive by placing traps to watch for the possible arrival of the insect and we are developing a plan to deal with the large number of dead trees that would result from an infestation. A map of the large ash tree stands in the park is being developed so that we can prioritize work, especially dealing with hazard trees.

¥ A visitor who regularly uses the tennis courts at the Wick Recreation area said that a tree was down near the tennis courts for a very long time last year or the year or before, she

could not remember. Ellen Speicher suggested that it may have been one that came down during a storm that toppled hundreds of trees throughout the park. It took the forestry crew weeks to get to them all. Some trees had to wait until the soil dried enough to get heavy equipment to them. Executive Director, Dave Imbrogno said that he would look into this and give a response to the visitor within the week.

¥ Cecil Duffet and a group of visitors who play tennis at the Wick Recreation area were concerned because the promised improvements to the tennis courts had not been made. He said that he was told by the previous Executive Director that they would be done by now and that money had been donated to do it. Steve Avery explained that the MetroParks does have the money which was donated specifically to refurbish the courts. The reason that the project has not been started is because of other projects, including grants with deadlines and safety related projects have repeatedly bumped this project back. Dave Imbrogno added that the transition to a new director and reorganization of the Planning and Maintenance department may have also contributed to the delay. Nevertheless, he apologized that it has taken so long to get accomplished and promised that within two weeks he and Mr. Avery would develop a new projects schedule and announce a new, firm deadline for completing this project. He promised to email this information to everyone in the group. He also noted that the money is being held with the Mill Creek Park Foundation for this project and is all there. One tennis player said that he thought the courts were a safety issue in their current rough condition. Commissioner Shale said that he would stop by and look at the courts. Mr. Duffet suggested that we consider hiring an architect to do the work that Mr. Avery would have done. Mr. Avery explained that that is what he does, hiring architects and contractors but, he still must provide the specifications, prepare contracts, bid projects out and monitor them. He also promised that a new schedule of all projects with a new firm deadline for redoing the courts would be provided in two weeks or less.

¥ Dr. McConnell, a frequent attendee at Board meetings commented that he had been following the MetroParks and the Board of Park Commissioners meetings for years. He said that he wished to express his admiration for the way the board and staff responds to issues and questions with knowledge, and respect. He was particularly impressed with their knowledge of the issue and how they handled the questions about water management at last month's board meeting.

¥ Nancy Brundage passed out a brochure from another institution regarding feeding people food to wildlife. She suggested that the MetroParks produce something similar.

At the end of the public comment session, the Board thanked the public for their comment.

Ginny Dailey, announced that we recently lost an outstanding, long time staff member, Mindy Henning of the Recreation Department. She asked for a moment of silence in memory of her and her loved ones.

Dr. Shale moved the Board meet in Executive Session for the purpose of discussing personnel matters: 1. Personnel items regarding newly formed Planning/Operations Department; 2. Personnel items for the Recreation Department; 3. Staff search status for Development Director and Projects Manager

For Executive Session: Dailey, Nunziato, Shale
Against Executive Session: None

The motion was passed, and the Board met in Executive Session at 7:30 p.m.

The Board returned from the Executive Session at 8:45 p.m. Upon completion of the Executive Session, the Board adjourned its meeting.