

Canfield, Ohio
December 16, 2013

The Board of Park Commissioners of Mill Creek MetroParks met in Regular Session on Monday, December 16, 2013, at 6:00 p.m. with members Bob Durick, Jay Macejko, Valencia Marrow, and Louis Schiavoni present. John Ragan arrived after the first vote.

Mr. Schiavoni presented the Minutes of the Meeting of November 4, 2013, and asked that they be approved. Ms. Marrow motioned they be approved. The motion was seconded by Mr. Schiavoni and passed, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow
Voting Nay: None
Abstain: Schiavoni (was not present at November 4 meeting)

Kevin Smith, Treasurer presented the Treasurer's Report. Mr. Macejko moved, the funds having been certified as on hand and duly appropriated, that disbursement#62555 through #62608 for the period October 15 - November 12 be approved. The motion was seconded by Ms. Marrow, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Mr. Macejko further moved that disbursement #62609 through #63080 be approved for the period November 13 through December 16 be approved. The motion was seconded by Ms. Marrow the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Kevin Smith requested the following Account Adjustments:

- Account 704 – Clean Ohio Property Acquisition. Request to reduce appropriations by \$388,600.00 to account 704-7860-5097. Expected Clean Ohio transactions did not occur in 2013 & are expected to occur in early 2014.

Ms. Marrow motioned that this account adjustment be approved. Mr. Macejko seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 705 – Bikeway Phase III. Request to reduce appropriations by \$299,656.88 to account 705-7870-5097. We budget the total amount of the grant in anticipation of all work being performed. This project includes the eventual acquiring of property, which didn't occur in 2013.

Mr. Ragan motioned that this account adjustment be approved. Dr. Durick seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 707 – Clean Ohio Conservation Fund. Request to reduce appropriations by \$139,300.00 to account 707-7890-5097. Grant money did not pass through the MetroParks as expected. All transactions will be handled directly by the Western Reserve Land Conservancy and they will handle all monetary transactions and gift the properties to the MetroParks.

Mr. Macejko motioned that this account adjustment be approved. Ms. Marrow seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 803 – Natural Playground. Request to reduce appropriations by \$676.79 to account 803-8630-5097. Estimated costs of the project and sitework ended up costing less than expected. This project is completed and the Fund will be closed.

Ms. Marrow motioned that this account adjustment be approved. Dr. Durick seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 807 – Newport Wetlands. Request to reduce appropriations by \$44,431.06 to account 807-8670-5097. Additional matching funds ended up not being needed. The project is completed and the Fund will be closed.

Mr. Ragan motioned that this account adjustment be approved. Mr. Macejko seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 808 – Slippery Rock Bridge Painting. Request to transfer \$105.50 from Fund 701-7700-5196 Replacement Reserve into Account 808-0001-4201 – Slippery Rock Bridge Painting. This transfer is needed to zero out the Fund balance.

Mr. Ragan motioned that this account adjustment be approved. Ms. Marrow seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

- Account 808 – Slippery Rock Bridge Painting. Request to reduce appropriations by \$2,142.50 to account 808-8680-5097. Estimated costs of the project and sitework ended up costing less than expected. This project is completed and the Fund will be closed.

Dr. Durick motioned that this account adjustment be approved. Mr. Macejko seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Kevin Smith presented the 2014 Temporary Budget, and Ms. Marrow moved that it be adopted for the first quarter of 2014:

**Mill Creek Metropolitan Park District
2014 Temporary Budget**

General Fund

Estimated Expenses Through March 2014

Materials & Supplies

Administration	75,000.00
Development & Marketing	50,000.00
Planning	10,000.00
Golf	90,000.00
Horticulture	60,000.00
Maintenance	100,000.00
Recreation	50,000.00
Police	25,000.00
Total Materials & Supplies	460,000.00

Salaries & Benefits

Administration	100,000.00
Development & Marketing	50,000.00
Planning	50,000.00
Golf	100,000.00
Horticulture	180,000.00
Maintenance	180,000.00
Recreation	150,000.00
Police	210,000.00
Benefits	900,000.00
Total Salaries & Benefits	1,920,000.00

Capital Improvements

Planning	25,000.00
Total Capital Improvements	25,000.00

Total Temporary Budget Estimated Expenses through March 2014 **2,405,000.00**
0

After discussion, Dr. Durick seconded the motion and the Temporary Budget was approved, the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Kevin Smith presented the Gasoline and Fuel Oil Bid Tabulations.

Bid Tabulations
GASOLINE AND FUEL OIL

Date: November 27, 2013

All bids listed below are the price differential over RAK prices to be charged

<u>Bidder</u>	<u>Reg. Grade Gasoline</u>	<u>Med. Grade Gasoline</u>	<u>Fuel Oil (Off Road)</u>	<u>Fuel Oil (On Road)</u>
*Reed Oil Company	.02	.02	.0195	.0195

*Designates lowest and best bid

After discussion, Mr. Macejko moved the bid of Reed Oil Company be accepted, it being the lowest and best bid. Ms. Marrow seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Carol Vigorito, Recreation and Education Manager, presented the following fee changes for the MetroParks Farm.

MetroParks Farm Birthday Party Charges

Use of Playroom - \$30 for one hour during Classroom A rental time
Wagon Tour - \$30 per tour during Classroom A rental time
Playroom and Wagon Tour combo - \$45 during Classroom A rental time (1 hr. playroom + 1 tour)

(Fees are in addition to rental of Classroom A - Classroom A fees \$25 per hour - 3 hr. minimum. Playroom and wagon may not be scheduled separately from a birthday party rental.)

After discussion, Mr. Macejko moved the fees for the MetroParks Farm be accepted. Dr. Durick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Carol presented the following fee changes for Non-School Group Tours at the Mill, Ford Nature Center, and MetroParks Farm.

School Programs Scheduled at Ford Nature Center, Lanterman's Mill & MetroParks Farm

	Current	Suggested
School groups based in Mahoning County	free	free
All Other School Groups	\$ 2.00	\$ 3.00

Non-school Group Tours Scheduled at Ford Nature Center, Lanterman's Mill & MetroParks Farm:

	Current	Suggested
Mahoning County Groups	Varies	\$ 1.50
All Other Groups	\$ 2.00	\$ 3.00

After discussion, Ms. Marrow moved the fees for the MetroParks Farm be accepted. Mr. Macejko seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Carol presented the following changes to the Mill admission charge.

Lanterman's Mill:

General Admission

	Current	Suggested
Adult	\$ 1.00	\$ 2.00
Mahoning County Resident	\$ 0.75	\$ 1.00
Ages 6-18 & 65 & older	\$ 0.50	\$ 0.75
Under 6	free	free

After discussion, Mr. Ragan motioned that the fees be accepted, with the stipulation that the Department will designate certain days as free days for seniors over 65 years old. Dr. Durick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni

Voting Nay: None

Perry Toth, Operations Director, presented the following new fee for boat rack rentals:

Lake Newport Boat Racks:

Boat Rack Rental – Lake Newport Only	East Newport Boat Launch	\$25/season	\$40/season
---	--------------------------	-------------	-------------

After discussion, Ms. Marrow moved the fee changes be accepted. Mr. Macejko seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni

Voting Nay: None

Dennis Miller, Executive Director requested permission to sign the Employment Contract for Golf Pro Andy Santor for the 2014 golfing season. After discussion, Ms. Marrow moved the Executive Director be permitted to sign the Contract, with the changes indicated. Mr. Ragan seconded the motion and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni

Voting Nay: None

Andy Santor thanked the Board for their support, service to the public.

Keith Kaiser, Horticulture Director requested permission for Dennis Miller to sign the Garden Café contract with the Georgetown, for 2014. After discussion, Ms. Marrow made a motion to accept the Lease, with the added wording about spirits as well as beer and wine. Mr. Macejko seconded the motion and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni

Voting Nay: None

Steve Avery, Director of Planning presented Resolution R-13-09, ODOT Park District Road Improvement Fund, 2014-2015 Biennium.

R-13-09

ODOT PARK DISTRICT ROAD IMPROVEMENT FUND, 2014-2015 BIENNIUM

WHEREAS, the Director of the Ohio Department of Transportation (ODOT), in accordance with ORC 5511.06, has approved a discretionary funding allocation for the ODOT Park District Road Improvement Fund for the 2014-2015 biennium, and

WHEREAS, under specific agreement with ODOT, the Ohio Parks and Recreation Association (OPRA) is serving as the management liaison for the ODOT Park District Road Improvement Fund, and

WHEREAS, the Mill Creek Metropolitan Park District (MCMPD) is eligible to receive the funds based on the following criteria: MCMPD was created according to Ohio Revised Code Section 1545; MCMPD owns and manages property in Mahoning County; and MCMPD has adequate resources to coordinate construction and maintenance of improvement projects, and

WHEREAS, a funding distribution formula approved by the Director of ODOT, which is based upon motor vehicle registrations within each county on a State biennium basis, has allocated \$116,628.49 to the MCMPD for the 2014-2015 biennium, and

WHEREAS, the road improvement funds are specifically to be used for construction, reconstruction, improvement, repair or maintenance of park district drives, roads or parking lots in accordance with ORC 5511.06, and

WHEREAS, West Golf Drive, from the Mill Creek Golf Course Field House to Shields Road in Mill Creek Park needs to be improved.

THEREFORE BE IT RESOLVED, the Board of Park Commissioners of the Mill Creek Metropolitan Park District agree as follows:

1. The Executive Director of the MCMPD is hereby authorized and directed to file the necessary programming, scoping and environmental documents and to execute an Agreement for the project with ODOT, and
2. The Executive Director is hereby authorized and directed to have plans and specifications prepared for advertisement of public bids, and
3. The MCMPD agrees to pay all project costs in excess of the amount allocated by ODOT.

After discussion, Dr. Durick moved the resolution be approved. Mr. Schiavoni seconded the motion and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Kevin Smith presented Resolution R-13-10 for the dissolution of the Ford Friends Organization

Resolution R-13-10
Resolution to Dissolve the Friends of Ford Nature Center organization

WHEREAS, the Board of Park Commissioners of the Mill Creek Metropolitan Park District, operating under Chapter 1545 of the Ohio Revised Code, established a non-profit corporation "Friends of Ford Nature Center" in 2012, and

WHEREAS, this corporation was to support the Ford Nature Center, and it's related nature-based and recreational programming in Mill Creek Metropolitan Park District, operated exclusively for charitable, educational and scientific purposes, and

WHEREAS, the Board desires to voluntarily dissolve this corporation, return collected funds to the Mill Creek Park Foundation, and

WHEREAS, the Board grants permission for the Treasurer of Mill Creek Metropolitan Park District to complete and file the necessary dissolution paperwork with the Ohio Secretary of State.

NOW THEREFORE BE IT RESOLVED, that Kevin Smith, Treasurer, is hereby authorized to apply, on behalf of the Board of Park Commissioners, to the Ohio Secretary of State to dissolve this organization, and

BE IT FURTHER RESOLVED that Kevin Smith, Treasurer, is further authorized to enter into any agreements as may be necessary and appropriate for dissolving this organization.

After discussion, Mr. Macejko moved the resolution be approved. Dr. Durick seconded the motion and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Mr. Schiavoni presented the following Tentative 2014 Board Meeting Schedule.

Mill Creek MetroParks
2014 BOARD MEETING SCHEDULE

Monday	January 13	6pm	MetroParks Farm
Monday	February 10	6pm	MetroParks Farm
Monday	March 10	6pm	MetroParks Farm
Monday	April 14	6pm	MetroParks Farm
Monday	May 12	6pm	MetroParks Farm
Monday	June 9	6pm	Fellows Riverside Gardens
Monday	July 14	6pm	Fellows Riverside Gardens
Monday	August 11	6pm	Fellows Riverside Gardens
Monday	September 8	6pm	MetroParks Farm
Tuesday	October 14	6pm	MetroParks Farm
Monday	November 10	6pm	MetroParks Farm
Monday	December 8	6pm	Fellows Riverside Gardens

Dates, time, and location are subject to change.
Please check www.millcreekmetroparks.org, or call 330-702-3000 to verify.

After discussion, Dr. Durick motioned that the scheduled dates be approved, and the locations will be changed to other locations in the MetroParks. The motion was seconded by Ms. Marrow and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni
Voting Nay: None

Keith Kaiser, Horticulture Director presented the Garden Café Renovation plan, along with a request for permission for the Café vendor to pursue a liquor license. The Board made no decision on this.

Kirsten Peetz, Natural Resources Manager, made a presentation to the Board regarding the Egypt Swam Preserve acquisition.

The Board received the following public comments

- Dr. Durick – the new uniforms look great
- John McNally – commended the staff on events, parking and golf course, and had questions about the sled hill and warming house
- Nancy Brundage wished everyone happy holidays and thanked the Board for the Egypt Swamp acquisition.
- Janet Yaniglos, President of the Friends of Fellows Riverside Gardens, spoke regarding the critical timing of the Board to make a decision regarding the Café renovation project as soon as possible.

The Board thanked everyone for their comments.

Mr. Schiavoni announced that the next Regular Board Meeting is scheduled for Monday, January 13, at 6:00 p.m. at the MetroParks Farm.

There being no further business, Mr. Ragan moved to adjourn the meeting. Dr. Durick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Durick, Macejko, Marrow, Ragan, Schiavoni

Voting Nay: None

The meeting adjourned at 7:42 p.m.