

Canfield, Ohio
December 21, 2015

The Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, December 21, 2015, at Fellows Riverside Gardens. President Lou Schiavoni welcomed guests and staff.

The meeting opened at 6 p.m. Roll Call was as follows: Germaine Bennett, present; Bob Durick, present; John Ragan, absent; Lou Schiavoni, present; and Scott Schulick, present.

Judge Rusu spoke at this meeting, to announce that Mr. Schiavoni would not be returning as a Commissioner, and to thank him for his years of service. On behalf of the Mahoning County Commissioners, Carol Rimedio Righetti presented a proclamation to Mr. Schiavoni thanking him for his service. Senator Joe Schiavoni presented a proclamation from ODNR for thanking Mr. Schiavoni for his service. Aaron Young, Executive Director, thanked Mr. Schiavoni on behalf of the MetroParks for his service. Mr. Schiavoni spoke the Board, Aaron, and MetroParks staff. He also thanked the Mahoning Valley for passing the levy.

Lou Schiavoni presented the Minutes of the Meeting of November 9, 2015, and asked that they be approved. Scott Schulick motioned they be approved. The motion was seconded by Germaine Bennett and passed, and the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Kevin Smith, Treasurer/Administrative Services Director, presented the Treasurer's Report. Germaine Bennett moved, the funds having been certified as on hand and duly appropriated, that disbursements #69139 – #69584 be approved. The motion was seconded by Bob Durick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Kevin requested the following appropriation change be made:

Request approval to reduce appropriations by \$715,000 to the Replacement Reserve Fund Account #701. This is to ensure that the remaining appropriations do not exceed the actual ending fund balance.

Bob Durick motioned that the appropriation changes be made. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Kevin Smith presented the 2016 Temporary Budget for approval:

2016 Temporary Budget

Finance Department

Last updated: December 14, 2015

Prepared by: Kevin W. Smith



Mill Creek Metropolitan Park District 2016 Temporary Budget

		<u>General Fund</u>
<u>Estimated Expenses Through February 2016</u>		
Materials & Supplies		
Administration		50,250.00
Community Engagement		33,500.00
Planning		6,700.00
Golf		60,300.00
Horticulture		40,200.00
Operations		67,000.00
Recreation		33,500.00
Police		16,750.00
Total Materials & Supplies		<u>308,200.00</u>
Salaries & Benefits		
Administration		110,550.00
Community Engagement		33,500.00
Planning		50,250.00
Golf		120,600.00
Horticulture		164,150.00
Operations		318,250.00
Recreation		87,100.00
Police		187,600.00
Total Salaries & Benefits		<u>1,072,000.00</u>
<u>Total Temporary Budget Estimated Expenses through February 2016</u>		<u>1,380,200.00</u>

After discussion, Scott Schulick moved that it be adopted for the first quarter of 2016. Germaine Bennett seconded the motion and the Temporary Budget was approved, the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Kevin Smith presented the Gasoline and Fuel Oil Bid Tabulations:

Gasoline & Fuel Oil Bid Tabulations December 2, 2015

	Reed Oil Co.	Western Reserve Farm Coop. Inc.
Regular Grade Unleaded E-10 Gasoline	0.02	.065

Medium Grade Unleaded E-10 Gasoline	0.02	.065
Fuel Oil (Off Road Use, Dyed Low Sulfur)	0.0195*	.065
Fuel Oil (On Road Use, Ultra Low Sulfur)	0.0195*	.065

* Reed Oil charges an additional \$.03 per gallon for winter additive on fuel oil from Dec.1, 2015 -March 2016.

After discussion, Germaine Bennett moved the bid of Reed Oil Company be accepted, it being the lowest and best bid. Bob Durick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Executive Director's Report

1. YNDC OEPA Urban Waters Small Grants Program Letter of Support:
 - i. Mill Creek Basin Green Infrastructure Planning
2. HR & Payroll Software Upgrades
3. Issued Down Payment of \$338 of \$3,380 to MC Land Reutilization Program for 905 Glenwood Ave.
4. Andrew Pratt, Assistant Horticulture Director is now a Certified Arborist
5. Received a letter from the PGA of America thanking MCMP for Brian Tolnar's service as a Youth Player Development Committee Member.

Ray Novotny, Outdoor Education Manager, announced that Bill Whitehouse was the recipient of NAI's Outstanding Volunteer Interpreter Award this year. Bill thanked Ray for accepting the award on his behalf, thanked the Board, and spoke regarding his 60+ years of service to the MetroParks.

Aaron Young, Executive Director requested permission to sign the Employment Contract for Golf Pro Andy Santor for the 2016 golfing season. After discussion, Scott Schulick moved the Executive Director be permitted to sign the Contract. Bob Durick seconded the motion and the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
Voting Nay: None

Andy Santor thanked the Board for their support.

Jim Willock, Chief of Police presented Resolution R-15-15 for approval:

R-15-15

Establishing a Mill Creek MetroParks Police Department Vehicle Impound Lot

WHEREAS, Mill Creek MetroParks Police Department has determined that there is a need to store motor vehicles that are towed, removed, ordered into storage or impounded within Mill Creek MetroParks; and

WHEREAS, it is desirable to establish an impound lot for such vehicles on MetroParks property; and

WHEREAS, the Mill Creek MetroParks Board and/or the Mill Creek MetroParks Police Chief and/or their designee are hereby authorized to prepare and execute any documentation, policy, and set the fee structure required for vehicle storage within the MetroParks; and

NOW THEREFORE BE IT RESOLVED, pursuant to Ohio Revised Code, Section 4513.62, 4513.63 Disposal of unclaimed vehicles. Such vehicles shall be disposed of by the Chief of Police to a motor vehicle salvage dealer or scrap metal processing facility. Vehicles that are not sold for salvage or scrap be it resolved, that the Mill Creek MetroParks Police wish to exercise the option in which to dispose of such vehicles be sold by a licensed auctioneer at public auction. After giving notice thereof by advertisement, published once a week for two consecutive weeks in a newspaper of general circulation in the county.

After discussion, Germaine Bennett moved the resolution be approved. Scott Schulick seconded the motion and the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
 Voting Nay: None

Jim Willock presented the updated Police Policy Manual, with the changes presented to the Board. Bob Durick motioned the updated Policy be approved. Scott Schulick seconded the motion and the vote resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
 Voting Nay: None

Jim Willock presented the proposed fee structure for the new MetroParks Impound Lot.

**Mill Creek MetroParks
 PROPOSED ~~2015~~ 2016 Fees and Charges Schedule**

Miscellaneous Fees		Mahoning County Resident Rate	Regular Rate NR
Impound Lot Vehicle Storage		\$25/day	\$25/day
Towed Vehicle Administration Fee		\$25.00	\$25.00
Vehicle Tow Release		\$15.00	\$15.00

Bob Durick motioned the Fee Schedule be approved. Scott Schulick seconded the motion and the vote resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
 Voting Nay: None

Rikki Brammer, Programs and Events Coordinator presented the following requests for approval:

- a. Meridian Healthcare, request to hold a run/walk fundraiser on the MetroParks Bikeway on February 20, 2016
- b. Youngstown Roadrunners, request to hold a half-marathon fundraiser in the Wick Recreation Area on March 6, 2016
- c. Casal's Salon, request to hold a 5k fundraiser in the Wick Recreation Area on May 1, 2016

- d. Fitness Together, request to hold a 5k fundraiser in the Wick Recreation Area on May 7, 2016

Germaine Bennett motioned the requests be approved. Scott Schulick seconded the motion and the vote resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
 Voting Nay: None

Mr. Schiavoni presented the following Tentative 2016 Board Meeting Schedule.

Mill Creek MetroParks
TENTATIVE 2016 BOARD MEETING SCHEDULE

Monday	January 11	6pm	MetroParks Farm
Monday	February 8	6pm	MetroParks Farm
Monday	March 14	6pm	MetroParks Farm
Monday	April 11	6pm	MetroParks Farm
Monday	May 9	6pm	MetroParks Farm
Monday	June 13	6pm	MetroParks Farm
Monday	July 11	6pm	MetroParks Farm
Monday	August 8	6pm	MetroParks Farm
Monday	September 12	6pm	MetroParks Farm
Tuesday	October 11	6pm	MetroParks Farm
Monday	November 14	6pm	MetroParks Farm
Monday	December 19	6pm	MetroParks Farm

Dates, time, and location are subject to change.

Please check www.millcreekmetroparks.org, or call 330-702-3000 to verify.

After discussion, Germaine Bennett motioned that the scheduled dates be approved. The motion was seconded by Scott Schulick and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Durick, Schulick
 Voting Nay: None
 Abstaining: Schiavoni

Commissioner's comments:

All Commissioners thanked Lou for his service on the Board.

All Commissioners thanked Bill Whitehouse for his service to the MetroParks.

Lou Schiavoni announced that the next Regular Board Meeting has been scheduled for Monday, Monday, January 11, 2016, at 6 p.m. at the MetroParks Farm.

There being no further business, Germaine Bennett moved to adjourn the meeting. Scott Schulick seconded the motion, and the vote taken resulted as follows:

Voting Aye: Bennett, Durick, Schiavoni, Schulick
 Voting Nay: None

The meeting adjourned 6:37 p.m.