

Canfield, Ohio  
February 13, 2017

A Special Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, February 13, 2017, at the MetroParks Farm. President John Ragan 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; John Ragan, present; and Tom Shipka, present.

This being the second meeting of 2017, 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 2017.

Tom Shipka moved that Lee Frey be elected President for 2017. The motion was seconded by Germaine Bennett and passed. The vote taken resulted as follows:

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

Tom Shipka moved that Germaine Bennett be elected 1<sup>st</sup> Vice President. The motion was seconded by Lee Frey and passed. The vote taken resulted as follows:

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

Lee Frey moved that John Ragan be elected 2<sup>nd</sup> Vice President. The motion was seconded by Germaine Bennett and the taken vote resulted as follows:

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

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

Aaron presented the recommendation of our legal counsel to exclude staff members, currently on payroll, from participating in the Standing Committees. The President of the Board would replace the vacancies. Germaine Bennett motioned that the Standing Committee Policy be amended to prohibit current staff members from being appointed to the Standing Committees. The motion was seconded by John Ragan, and the roll being called upon its adoption, the vote resulted as follows:

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

Kevin Smith, Finance Director presented the Finance Director's report. Tom Shipka moved, the funds having been certified as on hand and duly appropriated, that disbursements #72451 - #72564, for a total of \$757,134.40 be approved. The motion was seconded by Germaine Bennett, and the roll being called upon its adoption, the vote resulted as follows:

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

Kevin presented the cash balances as shown below:

# Departmental Report for Finance

Finance Department

Last updated: December 12, 2016

Prepared by: Kevin W. Smith - Director of Finance



## INFORMATION ITEMS:

### CASH BALANCES December 12, 2016

Cashier Change	\$1,900.00
Cash-Active Account	\$1,305,293.10
Cash-Payroll Account	\$10,000.00
*Star Plus Investment Acct.	\$1,894,293.04
**Home Savings Money Market	\$1,000,000.00
TOTAL CASH	\$4,211,486.14

*\*Star Plus has a current net yield of 0.40%.*

*\*\*Home Savings Money Market has a current net yield of 1.25%*

Kevin requested to reduce appropriations in 100.3303.5007 – General Fund Capital Improvements by \$364,100 and increase appropriations in 701.3303.5007 by \$364,100. This is to move the Annual Road Improvements: East Cohasset Drive project from the General Fund into the Replacement Reserve Fund. The Auditor of State's Office recommended this adjustment since the project includes a Federally Funded Grant. After discussion, Tom Shipka moved the request be approved. The motion was seconded by John Ragan, and the roll being called upon its adoption, the vote resulted as follows:

Voting Aye: Bennett, Frey, Ragan, Shipka

Voting Nay: None

Kevin presented Resolution R-17-03 as follows:

### Resolution R-17-03

#### AUTHORIZING MILL CREEK METROPOLITAN PARK DISTRICT TO PARTICIPATE IN THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY MILL CREEK METROPOLITAN PARK DISTRICT

Section 1. That Mill Creek Metropolitan Park District hereby requests authority to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That Mill Creek Metropolitan Park District is hereby authorized to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of Mill Creek Metropolitan Park District participation in the contract. Further, that Mill Creek Metropolitan Park District does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That Mill Creek Metropolitan Park District is hereby authorized to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract.

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

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

Germaine Bennett thanked John Ragan for his tenure as president, and wished Lee Frey well as the new president.

Tom Shipka moved that a change in the Mill Creek MetroParks General Rules and Regulations be made as follows:

- 12.1 No person shall hunt, pursue with dogs, trap or in any way molest any wild bird or animal or molest any bird or animal nest on Park District lands except with **the advance** written permission of the Executive Director **and the Mill Creek MetroParks Board of Commissioners.**

Germaine Bennett seconded the motion, and verified that the waiver would include employees. Jim Willock, Chief of Police asked that a waiver be given to the MetroParks Police. An amendment was added that would give the MetroParks Police the ability to put down an animal that is injured, rabid, or other threat to the public, as they judge necessary. Lee Frey motioned to accept the amendment. 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

A roll call vote was called to accept the original change to the General Rules and Regulations, and the roll being called upon its adoption, the vote resulted as follows:

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

Lee Frey announced that immediately following this meeting, will be a regularly scheduled Work Session of the Board.

There being no further business, Germaine Bennett moved to adjourn the meeting. 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

The meeting adjourned at 6:19 p.m.