

Canfield, Ohio
March 12, 2018

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, March 12, 2018, 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.

The Board was presented with the Minutes of the Meeting of February 12, 2018. Commissioner Frey moved that the minutes be accepted into the records.

Kevin Smith, Treasurer/Administrative Services Director, presented the Treasurer's Report. Lee Frey moved, the funds having been certified as on hand and duly appropriated, that disbursements #75440-#75590 for a total of \$681,455.75 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 requested to increase appropriations to account 100-1100-5073 – Golf Operations Supplies by \$1,800. The Golf Department received a \$1,800 donation from the Mahoning County Convention & Visitor's Bureau to attend the Toronto Golf Show. Brian Tolnar, Golf Director stated that many bookings resulted in our attendance at the Show. Lee Frey moved the request be approved. Jeff Harvey 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

AFSCME presented the MetroParks with a 75-year Partnership plaque. AFSCME staff members in attendance were Rick Pike, Roy Merrill, Kenny Dow, Woodrow Booth, and Kevin Wegendt, along with their Union Representatives Tracey Oates and Daron Murphy. The Board thanked them for their long-standing partnership.

Steve Avery, Planning & Operations Director presented the following Resolution for approval:

**RESOLUTION R-18-06
VEHICULAR TRAFFIC CONTROL**

WHEREAS, vehicular traffic is a serious consideration in Mill Creek MetroParks, and

WHEREAS, the control of vehicular traffic and the parking of vehicles is of utmost importance for the safety and well-being of visitors to Mill Creek MetroParks, and

NOW, THEREFORE, BE IT RESOLVED, this Resolution will supersede any previous Resolution of the Board of Park Commissioners, of Mill Creek MetroParks, relative to the erection of traffic control signs, parking, closing of Park drives, bridge load limits and control of vehicular traffic flow in Mill Creek MetroParks.

1. Southbound traffic on West Golf Drive approaching US Route 224.
2. Southbound traffic leaving the East Golf Hike & Bike Trail parking lot approaching US Route 224.
3. Northbound traffic leaving the East Golf Hike & Bike Trail parking lots approaching Shields Rd.
4. Southbound traffic on West Newport Drive approaching Sheban Drive.

5. Westbound traffic on Hampton Drive entrance approaching Glenmere Drive.
6. Eastbound traffic on Hampton Drive entrance approaching West Newport Drive.
7. Eastbound traffic on Cascade Drive entrance approaching West Newport Drive.
8. Westbound traffic on Cascade Drive entrance approaching Glenmere Drive.
9. Southbound traffic on the Kiowa Road entrance approaching Cascade Drive.
10. Northbound traffic on the Kiowa Road entrance approaching West Newport Drive.
11. Northbound traffic on West Newport Drive approaching Canfield Road.
12. Eastbound traffic on Kreider's Entrance Drive approaching Brookwood Road.
13. Westbound traffic on Kreider's Entrance Drive approaching East Newport Drive (two stop signs due to divided intersection).
14. Northbound traffic on East Newport Drive approaching Kiwatha Road.
15. Southbound traffic on Chestnut Hill Drive approaching Canfield Road.
16. Northbound traffic on Chestnut Hill Drive approaching High Drive.
17. Westbound traffic on High Drive approaching Bears Den Road.
18. Northbound traffic on West Cohasset Drive approaching Old Furnace Road.
19. Westbound traffic leaving the Scholl Recreation Area parking lot approaching Bears Den Road.
20. Southbound traffic on East Park Drive approaching the intersection of Valley Drive.
21. Southbound traffic on West Drive approaching Old Furnace Road.
22. Eastbound traffic on Bears Den Drive at Dividing Sycamore, approaching West Drive.
23. Northbound traffic on West Drive at Dividing Sycamore, approaching Bears Den Drive.
24. Southbound traffic on West Drive at Dividing Sycamore.
25. Southbound traffic on Cross Drive approaching Old Furnace Road.
26. Northbound traffic on Cross Drive approaching Bears Den Drive.
27. Northbound traffic on New Cross Drive approaching Bears Den Drive.
28. Westbound traffic on Bears Den Drive approaching McCollum Road.
29. Southbound traffic leaving the Morley Pavilion parking lot approaching Bears Den Drive.
30. Northbound traffic on the James L. Wick, Jr. Recreation Area entrance drive approaching McCollum Road.
31. Westbound traffic on Lily Pond Drive approaching Wilkinson Avenue.
32. Eastbound traffic on Lily Pond Drive approaching West Drive.
33. Northbound traffic on West Glacier Drive approaching Price Road.
34. Eastbound traffic on West Glacier Drive approaching the Memorial Hill Drive/Robinson Hill Drive intersection.
35. Eastbound traffic on Calvary Run Drive approaching Price Road.
36. Westbound traffic on Calvary Run Drive approaching Milton Avenue.
37. Eastbound traffic on Calvary Run Drive approaching Milton Avenue.
38. Westbound traffic on Calvary Run Drive approaching Belle Vista Avenue.
39. Eastbound traffic on the Fellows Riverside Gardens entrance drive approaching Price Road.
40. Southbound traffic on Robinson Hill Drive approaching Old Furnace Road.
41. Southbound traffic on East Glacier Drive approaching Memorial Hill Drive.
42. Southbound traffic leaving the Pioneer Pavilion parking lot approaching Old Furnace Road.

BE IT FURTHER RESOLVED that the following YIELD RIGHT OF WAY signs are hereby authorized and all vehicular traffic is required to yield to all other vehicular traffic before entering the following intersections:

1. Eastbound traffic on High Drive approaching West Cohasset Drive.
2. Eastbound traffic on New Cross Drive approaching Cross Drive (two yield signs due to divided intersection).
3. Northbound traffic on West Drive approaching West Glacier Drive.
4. Southbound traffic on the Lakeview Avenue entrance approaching Calvary Run Drive.
5. Southbound traffic on the High Street entrance approaching East Glacier Drive.

BE IT FURTHER RESOLVED that all vehicles are required to park only in those areas designated for the parking of vehicles and that all other areas are deemed NO PARKING areas.

2. No mathematical errors were found in the one (1) bid.
3. The low bidder at bid opening and after tabulation is Golf Preservations, Inc.
4. The low bidder is qualified to perform the work specified in the plans.
5. At the time of bid opening, Golf Preservations, Inc.'s bid did not include two (2) required forms (Worker's Compensation Certification and Drug-Free Workplace Program). All additionally required bonds, documents, forms and attachments were included with the bid.
6. Golf Preservations, Inc. is experienced in the type of work required for this project. Golf Preservations, Inc. completed the Mill Creek Park Bunker Restoration – South Course improvement project for the MetroParks, and additional installation of greens drainage systems.
7. An "Add Alternate" item was included in the proposal worksheet, with Golf Preservations, Inc. providing a total amount of \$19,200.00 for the item. Adding this item to the total maintains Golf Preservations, Inc.'s bid under the 10% bid cap.

RECOMMENDATION:

1. It is recommended that Golf Preservations, Inc. be awarded the contract for the project named "MILL CREEK GOLF COURSE BUNKER RESTORATION – NORTH COURSE," with the inclusion of the Add Alternate #1 item, at the grand total amount bid of \$232,385.00.

Lee Frey moved the bid of Golf Preservations, Inc. be accepted. Germaine Bennett seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Justin Rogers presented the following resolution for approval:

**RESOLUTION R-18-07
APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES**

WHEREAS, bicycle tourism is a growing industry in North America, contributing \$133 billion a year to the economies of communities that provide facilities for such tourists, and;

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a series of corridors crossing Ohio to be developed as various US Bicycle Routes, and;

WHEREAS, the Ohio Department of Transportation (ODOT) has designated a series of corridors crossing Ohio to be developed as various State Bicycle Routes to connect the US Bicycle Routes and communities, and;

WHEREAS, ODOT has designated a series of corridors crossing Ohio to be developed as various State Bicycle Routes, and;

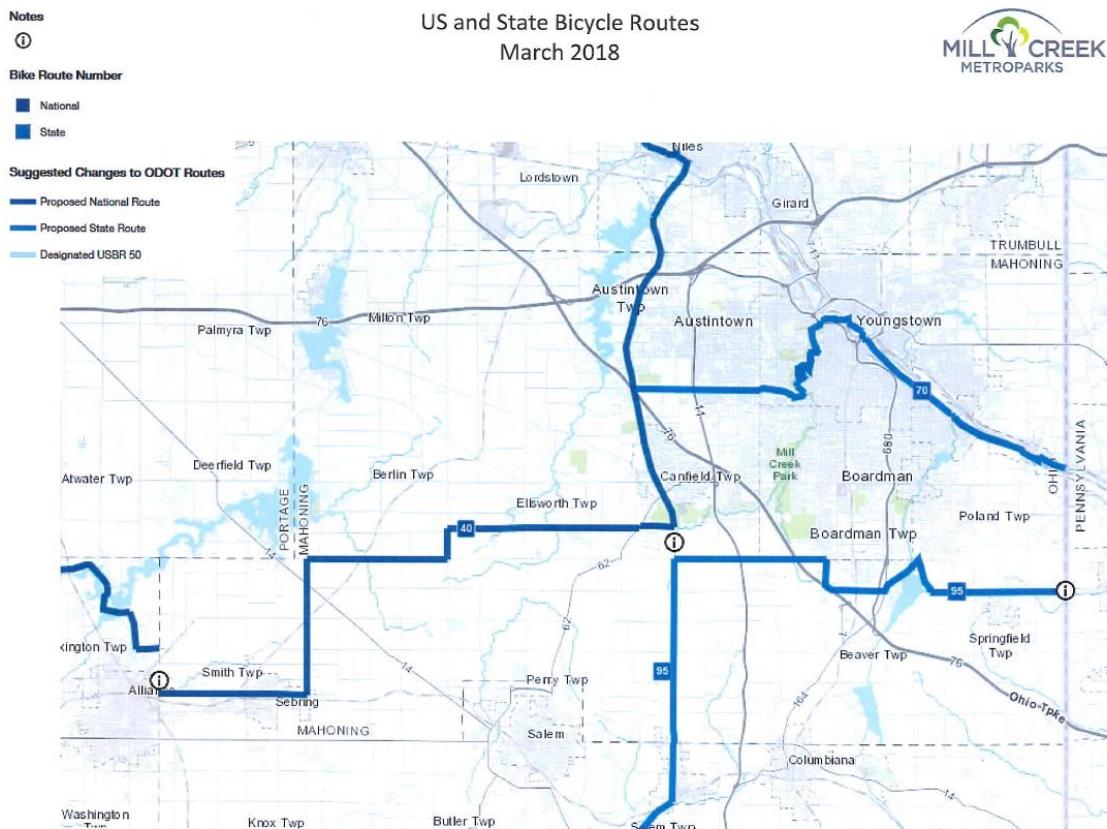
WHEREAS, ODOT is supportive of AASHTO designated bicycle routes through Ohio, subject to ongoing collaboration with affected jurisdictions to inventory, analyze, and designate specific facilities the routes will traverse, and;

WHEREAS, Mill Creek MetroParks and the Adventure Cycling Association, with the cooperation of ODOT and other stakeholders, have proposed specific routes to be designated, a map of which is herein incorporated into this resolution by reference, and;

WHEREAS, the proposed route has been investigated and found to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in the Mahoning Valley, and;

WHEREAS, the MetroParks does acknowledge that the routes may change over time because new facilities may be constructed that are more suitable for bicyclists.

THEREFORE BE IT RESOLVED that Mill Creek MetroParks hereby expresses its approval and support for the development of State and US Bicycle Routes, and requests that the appropriate officials see to it that the route is officially designated by AASHTO and ODOT. Once the Route is approved, there may be efforts to publicize the route via internet maps, incorporating the Route on local maps, etc. Tourism agencies may be involved in these efforts.



Lee Frey moved the Resolution be accepted. Jeff Harvey seconded the motion. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Carol Vigorito, Recreation and Education Director, presented the following special event requests for approval:

- a. The Youngstown Marathon Foundation to hold a fundraiser race on roads throughout Mill Creek Park, on Sunday, June 3, 2018

- b. The Chiari & Syringomyelia Foundation to hold a walk fundraiser in the Wick Recreation Area on Saturday, July 14, 2018
- c. YMCA to hold their Community Cup fundraiser in the Wick Recreation Area, on Saturday, September 8, 2018.
- d. The Mill Creek MetroParks' Green Cathedral Half Marathon fundraiser, in the Wick Recreation Area & drives throughout MCMP, on Sunday, September 16, 2018
- e. American Foundation for Suicide Prevention to hold a fundraiser walk in the Wick Recreation Area on Saturday, September 29, 2018
- f. Kool Boiz Foundation to hold a 5k fundraiser in the Wick Recreation Area on Sunday, September 30, 2018

Lee Frey moved that all requests except that of the Youngstown Marathon Foundation be approved. The request of the Youngstown Marathon Foundation will be put on the April 9, 2018, agenda. The motion was seconded by Germaine Bennett. After discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Jim Willock, Chief of Police, presented updates to the Police Policy Manual, to conform to Ohio Collaborative Procedures. Lee Frey motioned that the Policy updates be approved. Jeff Harvey 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

Brian Tolnar, Director of Golf, presented changes to the prices for golf cars and carts for approval, which have been the same since 1989, as follows:

	9-hole Golf Cart	18-hole Golf Cart	9-hole Pull Cart	18-hole Pull Cart
Current Rate	\$5.00	\$10.00	\$1.00	\$2.00
Suggest New Rate	\$6.00	\$12.00	\$2.00	\$4.00

Lee Frey moved the rate changes be accepted. Germaine Bennett 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 the 2018 Employee Pass for approval. Lee Frey motioned that the Pass be approved. Jeff Harvey 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

Aaron Young, Executive Director, presented the Board with a copy of the December 27, 2012 gift agreement for the property known as the Beeghly House at 5700 Clingan Road, Struthers Ohio 44471, a copy of an expense summary from 2013 to date, a copy of a property parcel map, a copy of Ohio Revised Code Section 1545.12 and a copy of the recent Appraisal completed by Vantell Associates, Inc. for their review. Aaron recommended to the Board that they authorize administration to move forward with the sale of the property in accordance with ORC 1545.12 and as permitted by the original gift agreement, with the understanding that one hundred percent (100%) of the profits from the sale of the property go towards the Ford Nature Center Redevelopment Project. Aaron also updated the Board on his meeting in late

2017 with the original donors of the property, Bruce and Nancy Beeghly, where he shared his thoughts on the sale and subsequent recommendation. It is Aaron's understanding that Mr. & Mrs. Beeghly are in agreement with the recommendation to sell the property with the understanding that the proceeds of the sale will be dedicated to the Ford Nature Center Redevelopment Project in their name.

Lee Frey moved the property be sold as recommended. Jeff Harvey seconded the motion. After discussion where Jeff identified that he also spoke with Mr. & Mrs. Beeghly and noted that they are in fact in agreement with the recommendation of the Executive Director, and the roll being called upon its adoption, the vote resulted as follows:

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

Lee Frey put out for discussion, changing the Standing Committee policy to allow each committee to have 5 to 7 members, instead of 7, and to have a Mahoning County residency requirement for those seated on the Committees. The Horticulture Committee asked if the policy could be amended to allow current committee members to recommend new members. The remaining Board members recommended to leave the policy as-is, but review it at the next Board Meeting.

Aaron requested that the Board approve to continue to allow him to serve on the District 6 Natural Resources Assistance Council for the Clean Ohio Conservation Fund. Lee Frey moved to nominate Aaron for the open seat. Germaine Bennett 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

Executive Director's Report, Aaron Young

1. Annual Development Plan (Chris Litton, *Development Director*). Chris gave a summary of the draft plan document that was provided to the Board.
 - a. Audience Member Frank Nolasco stated that he had trouble, 4 years ago, getting a bench put in place. He was assured that the process has changed.
2. Congratulations to Andy Santor, North Course Head Golf Professional, for being recognized by the PGA in becoming a Certified PGA Professional in the area of player development.
3. Congratulations to the MetroParks Police Department for receiving Provisional Ohio Collaborative Law Enforcement Agency Certification status on Standard 3: Community Engagement.

Aaron gave an update on the recently denied grant that Eastgate Regional Council of Governments submitted on behalf of the City of Youngstown for the Youngstown SMAR2T Network. The MetroParks and other entities supported the plan, however there were no financial contributions from the MetroParks. Audience member Pat McCamy asked about last year's project. Nancy Brundage gave information about Eastgate's meetings.

Rick Shale, of the Community Engagement Standing Committee, presented a Historic Collections Policy for approval.

Mill Creek MetroParks Historic Collections Policy

Approved by the Board of Park Commissioners 3/12/18

The purpose of this policy is to support and insure the organization, preservation, and duplication of the park's collections of historic documents, photographs, art work, and artifacts (hereafter referred to as the historic collections).

1. The Community Engagement Committee will create a Historic Collections Preservation Sub-Committee made up of approximately three to five individuals who have an interest and/or expertise in historic preservation. At least one member of the Community Engagement Committee will be a member of this sub-committee. The sub-committee's charge will be to assist in accomplishing the tasks listed below, especially the creation and maintenance of a Historic Collections inventory. It will also assist the MetroParks Records Retention Committee on matters of joint interest.
2. An inventory of the park's historic collections shall be compiled and maintained.
3. To the degree that space allows, the historic collections should be consolidated and stored in one location.
4. The park board should designate, if possible, an annual line item in the budget that may be used for the purchase of archival materials such as acid-free storage boxes and folders as well as for scanning and copying services.
5. The park minute books (starting with the oldest) and the scrapbooks should be duplicated either by digitizing, copying, or microfilming. All historic park photos and documents should be scanned.
6. To improve public accessibility to the park's history, duplicate copies of items in the historic collections, when practical, should be placed with institutions set up for researchers such as the Public Library of Youngstown and Mahoning County and the archives of the Mahoning Valley Historical Society.
7. Mill Creek MetroParks is encouraged to seek grants to pay for scanning and duplicating and to hire interns to assist with cataloguing.

Lee Frey moved the policy be adopted. Jeff Harvey 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

Ed Howley, also of the Community Engagement Standing Committee, presented a Bicycle and Recreation Safety Policy for approval.

**Mill Creek MetroParks
Bicycle & Recreation Facilities Safety Policy**
Approved by the Board of Park Commissioners 3/12/18

1. Mill Creek MetroParks is encouraged to facilitate early public input regarding recreational facility plans. Allow the Community Engagement Committee to seek early input from affected user groups and knowledgeable users.
2. Whenever possible, Mill Creek MetroParks should be guided by the *Guide for the Development of Bicycle Facilities* published by AASHTO, plus relevant standards set by the State of Ohio.
3. As opportunities present themselves, Mill Creek MetroParks should reevaluate existing designs that reduce bicyclist safety and address them in accordance with the policies stated above.

Lee Frey moved the policy be adopted. Germaine Bennett 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

Lee noted that the sub-committees, recommended by these two policies, will meet under the Sunshine Laws, and members will be subject to the Volunteer Background Check.

Steve Avery, Planning & Operations Director gave a PowerPoint presentation “2018 Capital Improvement Projects”, and fielded questions from the Board and audience.

Commissioners Comments

- Germaine Bennett thanked everyone for the reports given tonight, asked to hear about committee findings that *are* working well, and was pleased that appropriate questions were asked by the members of the public during the presentation of 2018 Capital Improvement projects.
- Lee Frey welcomed Paul, and thanked everyone for the reports given tonight.
- Jeff Harvey thanked Steve for the presentation.
- Paul Olivier thanked everyone for their support.

Lee Frey motioned that he and Paul Olivier be appointed to the MCMP Foundation Board. Jeff Harvey 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

Public Comments

- Pat McCamy spoke about the video of Mill Creek Park that she and her husband made.
- Frank Nolasco requested that we consider paving the Golf Course Overflow Lot. He also requested that the yellow line on East Golf Hike/Bike Trail be moved to allow bicyclists and those on rollerblades to be separated from the people on foot.
 - Lee Frey asked that the MetroParks put together a price on these two changes.

Lee Frey announced that the next Regular Board Meeting has been scheduled for Monday, April 9, 2018, at 6 p.m. at the MetroParks Farm.

Jeff Harvey moved the Board meet in Executive Session to consider the appointment, employment, discipline, or compensation of public employees. 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 8:17 p.m.

Germaine Bennett motioned to return to Regular Session. Jeff Harvey seconded the motion and the Board returned from Executive Session at 9:15 p.m. and the roll being called upon its adoption, the vote resulted as follows:

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

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 9:16 p.m.