

Canfield, OH
August 12, 2019

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, August 12, 2019, 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;	Absent
Lee Frey;	Present
Tom Frost,	Present
Jeff Harvey;	Present
Paul Olivier;	Present

The Board was presented with the Minutes of the Meeting of July 8, 2019 and the Special Meeting on July 24, 2019. Commissioner Frey accepted the minutes into the records as written.

Kevin Smith, Finance Director/Treasurer presented the Department Report for Finance. Lee Frey moved, the funds having been certified as on hand and duly appropriated, that disbursements #79771 - #80025 for a total of \$864,921.40 be approved. The motion was seconded by Tom Frost, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Kevin Smith, Finance Director/Treasurer requested to increase appropriations to account 100-0400-5056 Human Resources- Professional Services by \$5,000.00. Kevin stated that MCMP will be receiving a \$5,000.00 BWC wellness grant and would like to be able to use this money towards wellness initiatives including health risk assessments and biometric screenings. Lee Frey moved at the request of the Finance Director to increase appropriations to account 100-0400-5056 Human Resources- Professional Services by \$5,000.00. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Megan Millich, Director of Human Resources presented the Confined Space Entry Program. Lee Frey moved at the request of the Director of Human Resources to approve the Confined Space Entry Program in accordance with the Occupational Safety and Health Administration's (OSHA) regulations, 29 CFR 1910.146, "Permit-Required Confined Spaces." The motion was seconded by Paul Olivier, after discussion, and the roll being called upon its adoptions, the vote resulted as follows:

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

Justin Rogers, Planning Manager provided an update on the Vickers Nature Preserve Master Planning process. The draft master plan will be posted on the MetroParks website and social media in an effort to gather public input. The draft master plan will also be shared with Ellsworth Township Trustees.

Justin Rogers, Planning Manager, presented the bid results for the Wick Recreation Area Maintenance Facility Project. Multiple bids were received and all were over the allowable 10% bid cap and must be rejected in accordance with Section 153.12 of the Ohio Revised Code. Lee Free moved at the recommendation of the Planning Manager, to reject the bid in accordance with Section 153.12 of the Ohio

Revised Code. The motion was seconded by Tom Frost, after discussion, and the roll *being called upon its adoption, the vote resulted as follows:*

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

Justin Rogers, Planning Manager presented the bid results for the Golf Course Greens Drainage Improvements. Justin recommended that apparent low bidder, Golf Preservations, Inc. be awarded the contract at the total amount bid of \$209,288.50 contingent upon receipt of the full bid bond and drug free workplace form completion. Lee Frey moved at the recommendation of the Planning Manager, to accept the bid and award the project to Golf Preservations, Inc. in the amount bid of \$209,288.50 contingent upon receipt of the full bid bond and drug free workplace form completion. The motion was seconded by Paul Olivier, after discussion, and the roll *being called upon its adoption, the vote resulted as follows:*

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

Brian Tolnar, Director of Golf and Recreation presented the request of Whitetails Unlimited to conduct a fundraiser dinner in McMahan Hall on December 17, 2019. Lee Free moved at the recommendation of the Director of Golf & Recreation, to approve the request of Whitetails Unlimited to conduct a fundraiser dinner in McMahan Hall on December 17, 2019. The motion was seconded by Tom Frost, after discussion, and the roll *being called upon its adoption, the vote resulted as follows:*

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

Aaron Young, Executive Director shared an update on the status of the MetroParks PO Box. The PO Box will be eliminated in an effort to be more efficient and eliminate the need for a staff member to travel to and from the Post Office to pick up the mail. Mail will be delivered to the MetroParks, Monday through Friday via a traditional mail box located on the East side of Columbiana-Canfield Road. Moving forward, new literature will not have the PO Box information printed on it.

Aaron Young, Executive Director shared an update on the status of the MetroParks security system upgrades. Vector Security will be updating/supplementing our system(s) beginning on September 4, 2019. The MetroParks will expect to receive better security at a lower cost with the cellular based systems. The old systems required separate, individual land lines to operate which became costly over a matter of years. A maintenance provision was also part of the new agreement with Vector Security.

Aaron Young, Executive Director shared an update on the status of the MetroParks fax line system. Due to emerging technology the need for various fax lines has been greatly reduced. Therefore, corresponding fax lines have been eliminated, resulting in saving the MetroParks money. A fax system does remain at the Administration Building.

Chris Litton, Development Director provided an update on fundraising through the Mill Creek MetroParks Foundation. Approximately \$20,150 was received for the period of July to August. The FNC Capital Campaign is proceeding nicely with a total of 96 donors with an average gift of approximately \$30,000.

Commissioners Comments:

- Lee Frey – Thanked staff for their hard work and is looking forward to the Volunteer Dinner
- Tom Frost – Thanked staff for their dedication and hard work.
- Jeff Harvey – Stated that the parks look great and that he attended the Nature Live Program and believed it was well received, along with a few new programs.

- Paul Olivier – Congratulated staff on a job well done and for working through the periods of adverse weather.

Public Comments to the Board:

- None

Lee Frey announced that the next meeting is scheduled for Monday, September 9 2019, at 6 p.m., at the MetroParks Farm.

Lee Frey moved to exit the regular session and to go into Executive Session at 6:36 pm for the purpose of Pending or Imminent Court Action. The motion was seconded by Paul Olivier, after discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

Lee Frey moved to exit the executive session and return to Regular Session at 7:13 pm. The motion was seconded by Tom Frost, after discussion, and the roll being called upon its adoption, the vote resulted as follows:

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

There being no further business, the meeting adjourned at 7:13 p.m.

Presiding Officer

Secretary