

MINUTES OF THE MEETING OF THE BOARD OF PARK COMMISSIONERS OF MILL CREEK
METROPARKS HELD MONDAY, MAY 11, 2020.

A Regular Meeting of the Board of Park Commissioners of Mill Creek MetroParks was held on Monday, May 11, 2020. The Meeting was video recorded and broadcasted live via Facebook Live Video.

The meeting opened at 6:00 p.m., with recitation of The Pledge of Allegiance.

Roll Call was as follows:

Germaine Bennett;	Present
Lee Frey;	Present
Tom Frost,	Present via Video
Jeff Harvey;	Present
Paul Olivier;	Present

The Board was presented with the Minutes of the Meeting of April 13, 2020. Commissioner Frey accepted the minutes into the records as written.

Kevin Smith, Finance Director/Treasurer presented the Department Report for Finance and requested that disbursements #82012 - #82208 for a total of \$743,403.09 be approved. Lee Frey moved, at the request of the Finance Director, the funds having been certified as on hand and duly appropriated, that disbursements #82012 - #82208 for a total of \$743,403.09 be approved. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Aaron Young, Executive Director shared that the MetroParks has reestablished a lease agreement with new owners of the Trailside Bicycle Company of Youngstown for the Kirk Road Trailhead Facilities. Trailside Bicycle Company of Youngstown will be operating out of the Kirk Road Trailhead Facilities and offering bicycle rental services and repair beginning in June 2020, pending appropriate COVID-19 authorizations.

Aaron Young, Executive Director shared a copy of a request letter from the operations of the leased operations at Hole #55 requesting a reduction in rent for the month of May. Aaron requested approval from the Board to waive all rental and profit sharing payments associated with MetroParks leased facilities for the months of April & May as a result of the COVID-19 pandemic. Lee Frey moved, at the request of the Executive Director to waive all rental and profit sharing payments associated with MetroParks leased facilities for the months of April & May as requested. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Aaron Young, Executive Director shared a copy of the Actuals versus Budget Report for Income for the current year up to May 1, 2020. Aaron highlighted the areas of income that have been negatively affected by the closure of rental facilities due to the COVID-19 pandemic. Aaron requested an executive session to discuss personnel due to lack of projected income as a result.

Lee Frey, President moved to amend Section I, item F.10 of the Board of By-laws as follows:

Current: F. 10 Review the bylaws of the Board every five years through the selection of a citizens' committee with each Board member and the executive director nominating one person to serve. The recommendations will then be submitted to the Board for review and approval.
New proposal

Proposed: F. 10 - Beginning in 2021 and every five years thereafter the Board and Executive Director shall review the Board bylaws so that they may be updated if deemed necessary.

The reason for the change is that when Lee originally wrote the bylaws, he felt that the Board was in flux and many changes had been made. This is no longer the case and the public involvement in Board meetings has been minimal so that is why he is proposing this change. He believes that the bylaws should be reviewed every five years.

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

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

Chris Litton, Development Director identified that the term of Reid Schmutz, a member of the MetroParks Foundation, selected by the Board of Park Commissioners expired effective February 29, 2020. Chris recommended the reappointment of Reid Schmutz to the Mill Creek MetroParks Foundation for a three-year term effective March 1, 2020, expiring on February 28, 2023. Lee Frey moved, at the request of the Development Director, to reappointment Reid Schmutz to the Mill Creek MetroParks Foundation for a three-year term effective March 1, 2020, expiring on February 28, 2023. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Kevin Smith, Finance Director/Treasurer presented and requested approval of Resolution R-20-03: A resolution for the issuance and sale of a 2020 permanent improvement note in the aggregate principal amount of \$3.5 million. This is the loan needed for the Ford Nature Center Redevelopment Project. The loan will be paid back with the funds that have been raised for the project. Lee Frey moved, at the request of the Finance Director, to approve Resolution R-20-03 as presented. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows:

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

Kevin Smith, Finance Director/Treasurer presented and requested approval of Resolution R-20-04: A resolution authorizing the Finance Director to create and utilize the Ford Nature Center Redevelopment Project Fund. Lee Frey moved, at the request of the Finance Director, to approve Resolution R-20-04 as presented. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows

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

Jim Willock, Chief of Police presented several policy updates related to the MetroParks Police Department for approval. Lee Frey moved, at the request of the Chief of Police to approve the policy updates related to the MetroParks Police Department as presented. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Justin Rogers, Director of Planning & Operations presented the bids for the Ford Nature Center Redevelopment Project. Justin recommended that United Contractors Inc. be awarded the contract for

the project at a grand total amount bid of \$2,920,000. Lee Frey moved, at the request of the Director of Planning & Operations to accept the bid and award the project to United Contractors Inc. at a grand total bid amount of \$2,920,000. The motion was seconded by Jeff Harvey, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Justin Rogers, Director of Planning & Operations presented and requested approval of the proposal from DLR Group for Construction Administration Services for the Ford Nature Center Redevelopment Project for the lump sum fee of \$146,280. DLR Group was the architect of record for the Ford Nature Center Redevelopment Project. Lee Frey moved, at the request of the Director of Planning & Operations to accept the proposal from DLR Group for Construction Administration Services for the Ford Nature Center Redevelopment Project for the lump sum fee of \$146,280 as presented. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Justin Rogers, Director of Planning & Operations presented the bids for Fellows Riverside Gardens Outdoor Education Building Project. Justin recommended that in accordance with Section 153.12 of the Ohio Revised Code, all bids must be rejected for the project due to the fact that all bids exceeded the 10% bid cap. Lee Frey moved, at the request of the Director of Planning & Operations to reject all bids in accordance with Section 153.12 of the Ohio Revised Code. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Justin Rogers, Director of Planning & Operations presented the results of the 2020 Raccoon Densities Survey that was conducted by our Natural Resource Steward at the MetroParks Wildlife Sanctuary. Justin recommended that active management efforts in the form of removals by USDA continue in the spring of 2020 as recommended by USFWS. Lee Frey moved, at the request of the Director of Planning & Operations to continue with the active management inclusive of the trapping of raccoons by USDA at the Wildlife Sanctuary as recommended. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Chris Litton, Development Director provided an update on the monthly deposit reports for the current month resulting in a total of; \$2,183.45. Most of the funds were the result of memorial gifts for recent deaths. Lee moved to accept the monthly deposit for the period of 4-7-20 to 5-1-20 as presented. The motion was seconded by Tom Frost, after discussion, the roll being called upon its adoptions, the vote resulted as follows;

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

Commissioners Comments:

- Germaine Bennett – Staff doing a great job.
- Lee Frey – Congratulations to Germaine on her appointment to the Sanitary Board. Thanked staff for their hard work.

- Tom Frost – Low bids are great news.
- Jeff Harvey – Spent a lot of time in the Parks and thanked the staff for a great job.
- Paul Olivier – Thanked everyone for their efforts and think Parks have been a great outlet during this time.

Public Comments to the Board:

- None

Lee announced that the next meeting is scheduled for Monday, June 8, 2020, at 6 p.m., at the MetroParks Farm.

Lee moved to exit regular session and enter executive session at 6:49 pm for the purpose of; to consider the appointment, employment, discipline or compensation of public employees. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Lee moved to exit executive session and enter regular session at 7:55 pm. The motion was seconded by Germaine Bennett, after discussion the roll being called upon its adoption, the vote resulted as follows;

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

Lee moved, in an effort to protect the health, safety and general welfare of all MetroPark visitors, volunteers and staff, during this unprecedented pandemic, to extend the current closure of all programs, tours, events, and indoor facility rentals until September 1, 2020. The motion was seconded by Germaine Bennett, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

Lee moved, as a result of the negative financial impacts incurred by the MetroParks due to the necessary protections and related cancellations/closures attributed to the coronavirus pandemic, to authorize Administration to make any and all necessary employment changes regarding personnel. The motion was seconded by Paul Olivier, after discussion, the roll being called upon its adoption, the vote resulted as follows;

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

There being no further business, the meeting adjourned at 7:55 p.m.

Presiding Officer

Secretary