

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
MAY 2, 2017**

1. CALL TO ORDER

The meeting was called to order by Chairman Dennis Parish at 3:04 p.m. at William Henry Harrison Park, 644 Bierley Avenue, Pemberville, Ohio.

2. ROLL CALL

Dennis Parish, present
Bob Dorn, present
Bob Hawker, present
John Calderonello, present
Christine Seiler, present

Others present: Neil Munger, Jeff Baney, Bryan Bockbrader, Kellie Panning, Jamie Sands and representing the Friends of the Wood County Park District Ranaye McLaughlin.

3. APPROVAL OF MINUTES

Mr. Parish stated the minutes of the April 11, 2017 regular meeting were distributed to the Board in advance of the meeting for review and asked if there were any additions or corrections. Ms. Seiler moved approval of the April 11, 2017 regular meeting minutes. Mr. Dorn seconded. All in favor, motion carried.

4. CHAIRMAN'S REPORT

Nothing at this time.

5. DIRECTOR'S REPORT

Carter Historic Farm Change Order – Mr. Munger explained that re-roofing the house and the office addition projects were bid at the same time. When the resolutions were prepared for the house reroofing and office addition projects the totals noted in the resolutions were incorrect. In both instances the total should have reflected item one as well as item two but only reflected item one. As both projects were bid at the same time and involved overlap with the installation of the steel roof on the office addition the project was broken down into separate items in case there were two different contractors awarded the projects. In the case of re-roofing the house, item two was to supply the materials for the steel roof on the new addition in order for the materials to match for both projects. With the office addition project, item two was the cost for installation of the steel roof on the addition. This was a matter of the incorrect total amount being placed on the resolutions and does not reflect any additional charges above and beyond those reflected in the quotes submitted. The quote for the office addition is \$23,500 to include option two of \$1,200 for a total of \$24,700.

Mr. Hawker moved approval of Resolution 17-025 ratifying change order number 001 for the office addition to the house at the Carter Historic Farm in the amount of \$1,200 previously approved by Director Neil Munger. Seconded by Mr. Dorn.

All in favor. Motion carried.

Secondly, the re-roofing project is \$16,500. Item 2 came in at \$1,800 for total of \$18,300. Mr. Parish noted the project remains under budget.

Mr. Dorn moved approval of Resolution 17-026 ratifying change order number 001 for the re-roofing of the house at the Carter Historic Farm in the amount of \$1,800 previously approved by Director Neil Munger. Seconded by Mr. Hawker. All in favor. Motion carried.

Park District File Server Replacement – Mr. Munger stated he is awaiting additional information prior to bringing this item forward and confirmed he will consult with Wood County’s Information Technology Department.

6. DEPARTMENTAL REPORTS

Mr. Parish stated departmental reports were distributed. Responding to Mr. Calderonello, Ms. Sands explained that the district’s computers were recently hacked and the vulnerability of computers. Ms. Sands explained steps the Park District is taking to help ensure this does not happen again as well as employee training that will take place.

Mr. Munger confirmed that the farming assistant position was included in the approved budget. Mr. Bockbrader stated the native plant sale will take place at HQ on May 13th.

7. APPROVAL OF PAYABLES

Mr. Parish stated payables have been distributed and asked if there were any questions.

Mr. Dorn moved approval of expenditures for the month of April. Seconded by Ms. Seiler. All in favor, motion carried.

8. OLD BUSINESS

Mr. Munger stated that he has been in contact with legal counsel regarding the boundary survey at the Sawyer Quarry Nature Preserve. Mr. Munger confirmed that per legal counsel, stipulations may be added to the lease prohibiting building on the property. Mr. Munger stated adverse possession is for a twenty-one year period and explained how a property owner could have an adverse possession claim. Mr. Munger reviewed a survey of the area stating that most of the encroachments are 20 to 40 feet. Discussion took place regarding offering a lease to those who have no encroachment to ensure the boundary is straight. Mr. Parish suggested a lease option to all property owners to gauge responses. Other Board considerations include limiting the lease to a certain number of feet, possibly 40 feet and limiting future building additions on the land.

It was the consensus of the Board to allow the leases. The Board then discussed the property owner who installed a pool.

Mr. Dorn moved to enter into long-term leases limited to 40 feet, the cost to execute the leases be paid by individual land owners and the leases shall stipulate no future building on park land. Seconded by Mr. Hawker. All in favor. Motion carried.

Mr. Parish stated if the property owner does not want to be part of a lease, the property could be abandoned.

9. **NEW BUSINESS**

Nothing at this time.

10. **FRIENDS OF THE WOOD COUNTY PARKS**

Ranaye McLaughlin stated the membership meeting is coming up at Otsego Park where Hal Mann will be speaking. The plant sale pick up is May 13th where native plants will also be sold. Mr. Bockbrader stated the brick trail has not been installed yet and approximately 80 bricks have been sold.

11. **HEARING OF VISITORS**

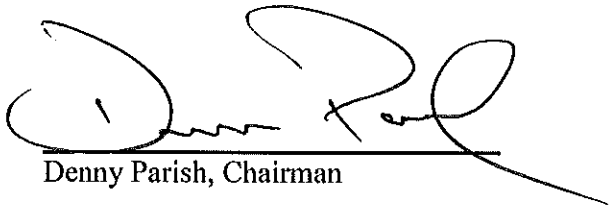
Nothing at this time.

12. **EXECUTIVE SESSION**

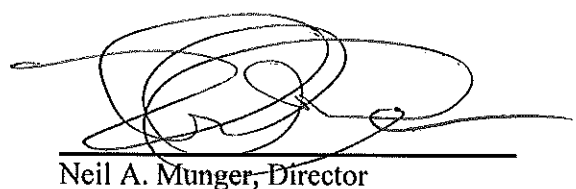
Mr. Dorn moved to adjourn to executive session to discuss a personnel matter. Ms. Seiler seconded. All in favor, motion carried. The meeting adjourned to executive session at 4:00 p.m.

13. **ADJOURNMENT**

Mr. Hawker moved adjournment. Mr. Calderonello seconded. All in favor. The meeting adjourned at 4:25 p.m.



Denny Parish, Chairman



Neil A. Munger, Director

Wood County Park District
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