

**WOOD COUNTY PARK DISTRICT  
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING  
AUGUST 8, 2017**

**1. CALL TO ORDER**

The meeting was called to order by Chairman Dennis Parish at 3:01 p.m. at the Sawyer Quarry Nature Preserve, 26940 Lime City Road, Perrysburg, Ohio.

**2. ROLL CALL**

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

Others present: Neil Munger, Jeff Baney, Kristin Long, Kellie Panning, Jim Witter, Todd Nofzinger, Rob Brian, Jamie Sands, Steve True, Zeb Albert, Briana Witte, and representing Friends of the Wood County Parks Ranaye McLaughlin.

**3. APPROVAL OF MINUTES**

Mr. Parish stated the minutes of the July 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. Mr. Hawker moved approval of the July 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**

Otsego Park Thompson Stone Hall Reroofing Project – Mr. Munger reminded the Board that the Otsego roofing project has been rebid and bids were opened on August 2<sup>nd</sup>. Three bids were received, all local. The low bid was submitted by Overhead Roofing and Sheet Metal at \$56,000, well under the \$72,000 engineer's estimate and less than the first rounds of bids. Due diligence has been completed and the recommendation is to award this project to Overhead Roofing and Sheet Metal. The project is expected to take only days to complete.

Mr. Dorn moved to approve Resolution 17-036 authorizing Neil A. Munger to enter into an agreement with Overhead Roofing and Sheet Metal for the replacement of the roof on the Thompson Stone Hall at Otsego Park for the amount of \$56,000. Seconded by Mr. Calderonello. Mr. Munger confirmed that only three bids were received. Mr. Baney stated the project is a bit more complex than standard roofing projects and includes R-32 insulation. All in favor. Motion carried.

Cedar Creeks Playground Addition – Mr. Munger stated he is awaiting estimates on this project and postponed discussion of this item until next month.

County IT Support Memorandum of Understanding – Mr. Munger stated that per previous direction from the Board, he contacted Wood County’s IT Department regarding their ability to provide the Park District technical support. Mr. Munger stated we may utilize County IT staff for a portion of our IT needs at \$18.99 per hour plus a share of benefits. County IT staff have been working with the ranger department on setting up new tablets. County IT Administrator Ben Hendicks recommends continuing to utilize InTech IT Solutions for server maintenance and the phone system.

Mr. Dorn moved to approve Resolution 17-037 authorizing Neil A. Munger to enter into a Memorandum of Understanding between the Park District and the Board of County Commissioners for Information Technology Services. Seconded by Mr. Calderonello. All in favor. Motion carried.

Harrison Park Restroom Replacement Project –Mr. Munger stated this project is necessary as the current restroom facilities are not ADA compliant and many complaints have been received over the years. The plan is to standardize the restrooms similar to the facilities at Cedar Creeks Preserve and Black Swamp Preserve. Mr. Munger stated that \$160,000 was budgeted for this project. After meeting with the consultant, the estimate is much higher than anticipated at \$253,923. Thus, modifications have been proposed bringing the estimate down to \$187,370. Mr. Munger is requesting the Board’s approval to go out to bid on this project noting that many projects have come in under budget so funding is available. Mr. Munger stressed the importance of making the restrooms compliant. Mr. Dorn questioned if the current building could be expanded rather than demolished and rebuilt. Staff noted that all of the plumbing is fixed into the concrete floor, these are the oldest restrooms in the Park District, the slab floor heaves and the building needs serious attention. It is esimated the restroom building is approximately fifty years old.

It was the consensus of the Board to have staff move forward as planned with the William Henry Harrison Park restroom project and provide projected costs for expansion of the existing restroom building. Further, staff was directed to list all obstacles that may be encountered if the building was expanded versus reconstructed.

**6. DEPARTMENTAL REPORTS**

Mr. Parish stated departmental reports were distributed. In response to Mr. Hawker, Ms. Sands stated attendance at the Park District’s Wood County Fair tent was up 82% with many positive comments received. There was discussion regarding the location of the Grove and the different agencies involved. Ranaye McLaughlin stated many members of the Friends volunteered. Ms. Sands discussed strategic planning and the need to schedule a Board retreat as well as engaging key decisionmakers throughout Wood County. Responding to Mr. Parish, the Board decided to meet one to two hours prior to the next Board meeting to discuss strategic planning.

Mr. Calderonello inquired about the cleanliness of Park District Headquarters. Mr. Munger responded the building is old and was originally a pole barn and not built

for offices. There was discussion about relocating. Responding to Mr. Parish, Ms. Long confirmed that this has been an ongoing problem for years. Mr. Parish discussed upcoming professional growth opportunities and requested Ms. Long relate these in her monthly report.

**7. APPROVAL OF PAYABLES**

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

Mr. Calderonello moved approval of expenditures for the month of July. Seconded by Mr. Dorn. All in favor, motion carried.

Mr. Munger confirmed the sealcoating project fee. Mr. True provided an update on the status of the archery range which is expected to open late spring or early summer.

**8. OLD BUSINESS**

Nothing at this time.

**9. NEW BUSINESS**

Mr. Parish stated there is a resolution that originated with the Compensation Committee and read the resolution aloud.

Mr. Dorn moved to approve Resolution 17-038 authorizing cost of living increases to all full and permanent part-time Park District employees in the amount of 2.5% retroactive to January 1, 2017. Seconded by Mr. Calderonello. All in favor. Motion carried.

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

Ranayae McLaughlin discussed the Friends' involvement at the Wood County Fair and upcoming events including the Bird Seed and Bulb Sale. Commemorative Trail bricks are still for sale and trail installation is scheduled to begin August 15-20. The October Friends' membership meeting will be held at the W.W. Knight Nature Preserve. The Friends will mail invitations to everyone who ordered a brick hoping to coordinate the trail grand opening with the meeting. Mr. Parish praised the Friends and stated their assistance is critical for the upcoming levy.

**11. HEARING OF VISITORS**

Nothing at this time.

**12. EXECUTIVE SESSION**

Mr. Dorn moved to adjourn to executive session to discuss a personnel matter and possible future legal action. Mr. Hawker seconded. All in favor, motion carried. The meeting adjourned to executive session at 3:36 p.m.

13. **ADJOURNMENT**

Mr. Dorn moved adjournment. Mr. Hawker seconded. All in favor. The meeting adjourned at 4:35 p.m.



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Robert Dorn, Vice Chairman



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Neil A. Munger, Director

**Wood County Park District**

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