

**WOOD COUNTY PARK DISTRICT  
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING  
MARCH 12, 2019**

**1. CALL TO ORDER**

The meeting was called to order by Chairman Tom Myers at 3:30 p.m. at the W.W. Knight Nature Preserve, 29530 White Road, Perrysburg, OH.

**2. ROLL CALL**

Tom Myers, present  
Dennis Parish, present  
Bob Hawker, present  
Bill Cameron, present  
Sandy Wiechman, present

Others present: Neil Munger, Jeff Baney, Jim Witter, Rob Brian, Steve True, Corinne Gordon, Todd Nofzinger and Adrien Lowien.

**3. APPROVAL OF MINUTES**

Mr. Myers stated the minutes of the February 12, 2019 regular meeting were distributed to the Board and asked if there were any additions or corrections. Mr. Parish moved approval of the February 12, 2019 regular meeting minutes. Mr. Hawker seconded. All in favor. Motion carried.

**4. CHAIRMAN'S REPORT**

Nothing at this time.

**5. DIRECTOR'S REPORT**

Reuthinger Borrow Pit Agreement – Mr. Munger stated the E.S. Wagner Company is bidding a large construction project and has proposed the use of soils from Reuthinger Preserve and in exchange will construct a pond onsite. The agreement with E.S. Wagner Company has been reviewed and approved by legal counsel and is contingent upon E.S. Wagner Company being awarded the project contract. Mr. Munger presented Resolution 19-006 which will allow him to enter into an agreement with E.S. Wagner Company.

Ms. Wiechman moved to approve Resolution 19-006 authorizing Neil Munger to enter into an agreement with the E.S. Wagner Company for borrowing of earthen materials and construction of a pond at the Reuthinger Memorial Preserve. Seconded by Mr. Cameron.

Board members discussed pond design and Mr. Munger reviewed the proposed project which may include a kayak and fishing area noting the pond will fill with rain water and be stocked by the Park District. Mr. Munger will inquire with E.S. Wagner Company regarding delivery of stone for the pond. Mr. Hawker stated that he will abstain from the vote as he has a longstanding working relationship with E.S. Wagner Company. All in favor. Motion carried with Mr. Hawker abstaining.

Buttonwood Ice Damage Update – Mr. Munger presented several pictures of the ice damage at Buttonwood Park pointing out the narrow travel lane entering the park due to ice piled along the roadside. In Mr. Munger’s estimation at least two-thirds of the park is currently under ice. Mr. Munger stated that trees are scarred and that in some areas the ice is approximately 10 feet deep with whole trees resting atop the ice. Mr. Munger expounded that it could be months before the ice melts. Mr. Munger explained that the parking lot is lost with some areas two feet deep with the gravel completely washed out. The park entrance sign was destroyed and one side washed up in Perrysburg, which has been retrieved by operations staff. Mr. Munger stated that the parking lot will not be repaired in time to allow parking for the walleye run. Mr. Munger recommended closure of the park for the foreseeable future due to the danger posed and amount of work to be completed. Mr. Munger noted that Hull Prairie Road is a township road and is currently closed. Mr. Parish declared that the closure should come from the Board as opposed to being an administrative decision.

Mr. Parish moved to close Buttonwood Park for an indefinite period of time until it is determined by the Board that it should be reopened. Reopening of the park will take another resolution at a future meeting. Seconded by Mr. Hawker.

Mr. Myers stated that Mr. Munger’s recommendation of closing the park is tabled and asked for discussion on the motion. Discussion ensued regarding park closure and arming the police department with the authority to do whatever necessary to ensure there is no trespassing. Mr. Myers then presented Resolution No. 19-010 to close Buttonwood Park until further notice based upon the recommendation of Mr. Munger and public safety at this point in time. All in favor. Motion carried. Mr. Parish stated that investing money in Buttonwood may be a losing proposition as the river will always win.

Reuthinger Lean-to Concrete Floor – Mr. Munger stated budgeted is a concrete floor for the lean-to storage area at the Reuthinger Preserve. Two quotes were received with the low quote from Marsh and Sons Concrete for \$16,850 under the \$17,700 that was budgeted for the floor. Mr. Munger recommended acceptance of the low quote and noted it will be a four-inch concrete pour.

Mr. Hawker moved to approve Resolution 19-007 authorizing Neil Munger to enter into an agreement with Marsh and Sons Concrete, LLC for the installation of a concrete floor in the lean-to at the Reuthinger Memorial Preserve for the amount of \$16,850. Seconded by Mr. Cameron.

Responding to the Board, Mr. Munger provided the dimensions noting that the Park District has contracted with Marsh and Sons in the past. All in favor. Motion carried.

Compact Track Loader Purchase – Mr. Munger stated that included in this year’s stewardship department budget is the purchase of a compact track loader. Mr. Munger stated quotes were received from Caterpillar with two options. The basic track loader is \$61,280, adding a bucket \$62,823 and the second option is a grapple (front, big claw) for a total of \$66,594. Mr. Munger noted that this is under the

\$71,000 budget and recommends purchasing the loader with options. The quotes were received using Sourcewell Purchasing Cooperative saving the Park District the time and expense of advertising for bids.

Mr. Parish moved to approve Resolution 19-008 authorizing Neil Munger to purchase a Caterpillar Model 289D Compact Track Loader with Grapple and Bucket attachments from Ohio Cat for the amount of \$66,594 utilizing the Sourcewell Purchasing Cooperative. Seconded by Ms. Wiechman.

Responding to the Board, staff noted the tool will be useful for shrub removal and other large projects. It was noted that the equipment has a life expectancy of 15-20 years. Currently, one stewardship staff member has the experience necessary to operate the equipment with the remaining staff to be trained. Responding to the Board, it was noted that the department self-trains on equipment operation. Mr. Parish stated this training should be included in the training log as compiled by Human Resources along with other seminars/trainings. It was pointed out that there is no special license required to operate the track loader. All in favor. Motion carried.

Mower Purchase - Mr. Munger stated the stewardship department has requested a brush mower for land management purposes. This particular model is a pull-behind brush mower attachment which will be utilized for large-scale brush mowing. Three quotes were received with the Land Pride model from Streacker Tractor Sales coming in lowest at \$11,820. This quote includes a remote hydraulic valve kit that must be installed on the Kubota tractor in order for the mower to operate. Mr. Munger explained that the quote of \$11,820 includes purchase of the brush mower, hydraulic valve kit and installation.

Ms. Wiechman moved to approve Resolution 19-009 authorizing Neil Munger to purchase a Land Pride Model RC2512-20 Mower for use by the Stewardship Department from Streacker Tractor Sales for the amount of \$11,820. Seconded by Mr. Cameron. All in favor. Motion carried.

Mr. Munger stated the Sawyer Quarry Nature Preserve (SQNP) interpretive center design is nearing completion and will go to bid soon. The plan is to have the design complete by fall and the facility open spring 2020. Mr. Munger stated the program department is in the process of relocating to SQNP. It was noted that a small office at the W.W. Knight Nature Preserve will be staffed occasionally and summer nature camps will continue to run from that location. Volunteers and staff will continue to water plants and feed animals.

## 6. **DEPARTMENTAL REPORTS**

Mr. Myers stated departmental reports were distributed and asked for questions. Responding to a question regarding the HR Manager's report, Mr. Munger stated that most of the job postings are for seasonal and part-time positions but also noted the Police Department is close to hiring a new officer. The operations department has inspected the District's playground equipment finding no major deficiencies. Steve True and Rob Brian are certified playground inspectors and will be renewing their certifications this year. Responding to Ms. Wiechman, Ms. Lowien stated the

GIS intern position will be a semester-long position that will be filled for summer or fall. The position will include mapping, management of natural areas, rare plants, and trails. Chief Nofzinger stated there were recently six individuals that attended a CPR class led by the Police Department. Mr. Hawker discussed incorporating games into Carter Historic Farm.

7. **APPROVAL OF PAYABLES**

Mr. Myers stated payables have been distributed and asked for questions. Ms. Wiechman inquired about \$1,000 for InTech IT Solutions and asked if this is an annual fee. Ms. Wiechman also inquired about a Galaxy Digital invoice. Mr. Munger explained that InTech IT Solutions is for service on the server and laptops and Galaxy Digital is a volunteer registration database. Mr. Munger stated that InTech IT Solutions performs the maintenance on the server as they set it up and are familiar with the system. Mr. Baney explained that the Nichols Paper Supply invoice of \$3,300 was for a twice a year stock up on paper products, cleaning and other miscellaneous supplies for the entire Park District. Mr. Baney stated the septic system at the Sawyer Quarry Nature Preserve had to be certified through the health department which included exposing the above ground sand filter to make sure the system is operable and can sustain public restrooms. Mr. Munger stated that the architect recommended Park District staff do this in advance of construction rather than as part of the construction. Mr. Parish inquired about a quarterly fee of \$900 for the elevator at the W.W. Knight Nature Preserve. Mr. Baney explained the fee covers required quarterly inspections and maintenance and noted that the elevator is connected to Perrysburg Township Fire Department.

Mr. Parish moved approval of expenditures for the month of February. Seconded by Mr. Hawker. All in favor. Motion carried.

8. **OLD BUSINESS**

Nothing at this time.

9. **NEW BUSINESS**

Nothing at this time.

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

Nothing at this time.

11. **HEARING OF VISITORS**

Mr. Witter stated that seasonal interviews are underway. Mr. Witter stated programs are taking place at Arrowwood Archery Park. Mr. Baney discussed some modifications which will be made to the targets. There was discussion regarding adding a beehive at Carter Historic Farm.

12. **EXECUTIVE SESSION**

Mr. Cameron moved to adjourn to executive session to discuss land acquisition. Ms. Wiechman seconded. All in favor. Motion carried. The meeting adjourned to executive session at 4:24 p.m.

**13. ADJOURNMENT**

Mr. Parish moved adjournment. Ms. Wiechman seconded. All in favor. The meeting adjourned at 4:58 p.m.



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Tom Myers, Chairman



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Neil A. Munger, Director

**Wood County Park District**  
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