

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
JULY 9, 2019**

1. CALL TO ORDER

The meeting was called to order by Chairman Tom Myers at 3:30 p.m. at Carter Historic Farm, 18331 Carter Road, Bowling Green, OH.

2. ROLL CALL

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

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

3. APPROVAL OF MINUTES

Mr. Myers stated the minutes of the June 11, 2019 regular meeting were distributed to the Board and asked if there were any additions or corrections. Mr. Parish moved approval of the June 11, 2019 regular meeting minutes. Ms. Wiechman seconded. All in favor. Motion carried.

4. CHAIRMAN'S REPORT

Nothing at this time.

5. DIRECTOR'S REPORT

Public Entities Pool Membership Renewal – Mr. Munger introduced Joe Schroeder, Robert Miller Insurance, the local agent for Public Entities Pool (PEP). Mr. Schroeder stated that PEP completed an appraisal of property and buildings over \$50,000 and there were some increases this year. Overall there was a coverage increase of nearly \$2.5 million. Mr. Schroeder stated the average premium overall was \$64,000 and this year's renewal rate is \$74,000. There are no changes to base coverage of liability at \$3 million providing auto, general, law enforcement, property, and wrongful acts coverage.

Thomas Welsh, Burnham & Flower of Ohio, discussed the valuation report and reviewed the PEP Plus grant program which has been increased from \$500 to \$1,000 for training, safety, education and equipment. Mr. Munger pointed out that the District just received a grant for playground safety surfacing.

The Board discussed the deductible and employee dishonesty coverage. Mr. Schroeder stated that there are \$5,000 surety bonds in place for some staff including the officers and PEP has \$10,000 of employee dishonesty coverage on the policy as well. Discussion ensued on increasing this to \$50,000 which would be a \$250 annual increase which Mr. Hawker recommended. There was discussion regarding the significant program increases over the past few years including

rappelling, bouldering, and archery. Mr. Schroeder noted that some of our policies and procedures have served as a guide for other agencies. Mr. Munger reviewed some of the park district's programs and liabilities and recommended increasing the coverage to \$4 million.

Mr. Hawker moved to approve Resolution 19-017 authorizing Neil Munger to enter into an agreement renewing membership in Public Entities Pool of Ohio for liability, vehicle, and property insurance coverage in the amount of \$76,107 for \$4 million liability coverage and to accept the option for the \$250 increase in premium to go to \$50,000 on employee dishonesty. Seconded by Mr. Parish. All in favor. Motion carried.

2020 Statutory Budget – Mr. Munger stated there are no changes from what was submitted to the Board last month. Mr. Munger stated the budget is slightly lower than last year's budget, noting it is preliminary and capital improvement projects will be finalized in the next couple of months.

Mr. Hawker moved to approve Resolution 19-016 establishing the 2020 statutory budget for the Wood County Park District. Seconded by Ms. Wiechman. All in favor. Motion carried.

Park Police Department Policy Manual – Mr. Munger noted that the manual was provided to the Board last month. The park police worked closely with Lexipol to come up with the new manual which is a complete rewrite. Clemans Nelson then reviewed the policy and their edits have been incorporated into the policy.

Ms. Wiechman moved to approve Resolution 19-018 accepting the revised Wood County Park District Police Department Policy Manual. Seconded by Mr. Parish. All in favor. Motion carried.

North Baltimore Work Agreement – Mr. Munger stated the Village of North Baltimore has been working on sidewalk replacements and new construction. One area is near Rhodes Avenue that will intersect the Slippery Elm Trail allowing greater trail access. The village will be working on Park District property so a work agreement has been established. Mr. Munger reviewed a change to the agreement as it relates to indemnification proposed by Mr. Hawker. The sidewalk will abut the trail on both sides.

Mr. Hawker moved to approve Resolution 19-019 accepting the work agreement with the Village of North Baltimore. Seconded by Mr. Parish.

Mr. Munger noted that staff will inspect the project upon completion for safety. All in favor. Motion carried.

Mr. Munger noted that he will be out of town for a couple of weeks.

6. **DEPARTMENTAL REPORTS**

Mr. Myers stated departmental reports were distributed and asked for questions. Mr. Hawker stated he is impressed with community outreach and programs

conducted. Mr. Hawker requested a year-end report of all outreach in the community, number of people served, programs held, volunteer programs, etc. The police department discussed calls for service and the new body cams. The Board discussed usage of the archery range and mentioned the possibility of organizing an archery league.

7. **APPROVAL OF PAYABLES**

Mr. Myers stated payables have been distributed and asked for questions.

Ms. Wiechman moved to approve payables for the month of June. 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**

Nancy Wenning, President, Friends of the Wood County Parks, commended the staff for their hard work. Ms. Wenning stated the plant sale brought in around \$7,000 and they are working on increasing membership. Ms. Wenning discussed the FOTP calendar that includes photo contest pictures from last year's winners. The new calendar is an 18-month calendar and will be sold at the fair for \$15. Responding to Mr. Myers, Ms. Wenning discussed the plant sale, fair, photo contest and other outreach activities that the Friends take part in to further the Wood County Park District. Mr. Munger pointed out the importance of the Friends' support.

11. **HEARING OF VISITORS**

Mr. Witter discussed the wide variety of programs offered by the Park District. Mr. Myers discussed his recent experience at Cedar Creeks Preserve.

12. **EXECUTIVE SESSION**

Nothing at this time.

13. **ADJOURNMENT**

Ms. Wiechman moved adjournment. Mr. Hawker seconded. All in favor. The meeting adjourned at 4:22 p.m.



Tom Myers, Chairman



Neil A. Munger, Director