

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

1. CALL TO ORDER

The meeting was called to order by Chairman Tom Myers at 3:30 p.m. at Park District Headquarters, 18729 Mercer Road, Bowling Green, OH.

2. ROLL CALL

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

Others present: Neil Munger, Jeff Baney, Rob Brian, Steve True, Eric Shiffler, Corinne Gordon and Stephanie Ross.

3. APPROVAL OF MINUTES

Mr. Myers stated the minutes of the October 8, 2019 regular meeting were distributed to the Board and asked if there are any additions or corrections. Mr. Hawker moved approval of the October 8, 2019 regular meeting minutes. Mr. Cameron seconded. All in favor. Motion carried.

4. CHAIRMAN'S REPORT

Nothing at this time.

5. DIRECTOR'S REPORT

Clean Ohio Grant Update – Mr. Munger updated the Board on the Clean Ohio Grant process noting that eight applications were received totaling \$2,921,957 in requests competing for \$2,055,753. Mr. Munger stated that this round is very competitive and that the award recommendations will be voted on Wednesday by the Natural Resources Assistance Counsel (NRAC). The NRAC will meet at Park District Headquarters Wednesday with scores turned in by end of day today. Once NRAC makes their recommendations, the information will be sent to Columbus for approval.

2020 Operating Budget – Mr. Munger stated there are not many changes from the statutory budget. Mr. Munger stated that Rob Brian, Operations Manager, has requested a full-time facilities and lawn care specialist position. Mr. Munger reviewed various projects included in the Capital Improvement Project budget. Some projects include working with a consultant to identify an appropriate use for Buttonwood Park, new driveway at Park District headquarters, W.W. Knight phased boardwalk replacement, window replacement at Thompson Stone Hall, electric and security cameras at the archery range and other updates, repairs at Zimmerman School, trail improvements for the Slippery Elm Trail, mountain bike park along with a shelter and parking area, and many other projects throughout the

Park District. Mr. Munger stated that overtime and comp time payouts will be discussed at an upcoming meeting.

Wood County Historical Center Law Enforcement Authorization – After reviewing the new law enforcement manual it was discovered that the Park Police do not have an agreement in place with the Wood County Historical Center (WCHC) for enforcement abilities. Mr. Munger stated that a resolution is necessary to authorize the Park Police to service the WCHC. Mr. Munger stated that he and the County Administrator are working on a Cooperation and Operating Agreement that will serve as a contract for law enforcement.

Mr. Cameron moved to approve Resolution 19-031 authorizing the Park Police of the Wood County Park District to provide police service to the Wood County Historical Center and Museum. Seconded by Mr. Hawker. All in favor. Motion carried.

Kaltenbach Property Lease Agreement – Mr. Munger stated that while reviewing the title work for the Kaltenbach property, legal counsel discovered an oil and gas lease with the Energy Exploration Company. Mr. Munger stated that legal counsel and he are both comfortable proceeding with the purchase of the property but he wanted to make the Board aware.

Sawyer Interpretive Center Change Orders – Mr. Munger explained the first change order is for the addition of insulation and a moisture barrier in the floor of the overlook. The second change order is to add an additional two inches to the roof rafters making them 2”x8” rather than 2”x6” in order to allow for adequate insulation and ventilation. Mr. Munger requested the Board approve the change orders in the amount of \$2,227.03.

Mr. Hawker moved to approve Resolution 19-032 ratifying Change Order Number 004 in the amount of \$1,651.94 and Change Order Number 005 in the amount of \$575.09 previously approved by Director Neil Munger. Seconded by Mr. Cameron. All in favor. Motion carried.

Mr. Munger reviewed project progress and culvert installation at Baldwin Woods.

Day After Thanksgiving Holiday – Mr. Munger stated that the County Commissioners have closed Wood County offices the day after Thanksgiving and requested the Board extend this to the Park District. Mr. Munger stated that this day will be considered a floating holiday as there are some employees that must work that day.

Mr. Cameron moved to approve Resolution 19-033 authorizing the closing of the Park Office on November 29, 2019. Seconded by Ms. Wiechman. All in favor. Motion carried.

6. **DEPARTMENTAL REPORTS**

Mr. Myers stated departmental reports were distributed and asked for questions. Mr. Hawker stated that program statistics show an increase in attendance. Mr.

Munger noted the popularity of programs at Carter Historic Farm as well as new adventure programs. Responding to Mr. Myers, Sergeant Eric Shiffler explained that Hull Prairie Road is open so vehicles can enter the area and Buttonwood is on the east side of the road.

7. **APPROVAL OF PAYABLES**

Mr. Myers stated payables have been distributed and asked for questions. Ms. Wiechman questioned an invoice for pumpkins in the amount of \$1,000. Mr. Munger explained the need for so many pumpkins and different types used. Mr. Munger reiterated that unencumbered funds are carried over from year to year.

Mr. Hawker moved to approve payables for the month of October. Seconded by Mr. Cameron. All in favor. Motion carried.

8. **OLD BUSINESS**

Nothing at this time.

9. **NEW BUSINESS**

Ms. Gordon introduced Stephanie Ross, the new farm assistant.

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

Nothing at this time.

11. **HEARING OF VISITORS**

Nothing at this time.

12. **EXECUTIVE SESSION**

Nothing at this time.

13. **ADJOURNMENT**

Mr. Hawker moved adjournment. Mr. Cameron seconded. All in favor. The meeting adjourned at 4:17 p.m.



Tom Myers, Chairman



Neil A. Munger, Director

Wood County Park District
18729 Mercer Road, Bowling Green, OH 43402 (419) 353-1897