

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
MAY 21, 2020**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Sandy Wiechman at 4:00 p.m. at the Hankison Great Room at the W.W. Knight Nature Preserve, 29530 White Road, Perrysburg, Ohio.

2. ROLL CALL

Tom Myers, absent
Sandy Wiechman, present
Dennis Parish, present via video conference
Bill Cameron, present
Kim Rose, present

Staff present: Neil Munger,

3. APPROVAL OF MINUTES

Ms. Wiechman stated the minutes of the March 19, 2020 regular meeting and the April 15, 2020 special meeting were distributed to the Board in advance of the meeting and asked if there were any additions or corrections. Mr. Parish moved approval of the March 19, 2020 regular meeting and the April 15, 2020 special meeting minutes as presented. Mr. Cameron seconded. All in favor. Motion carried.

4. CHAIRMAN'S REPORT

Ms. Wiechman expressed her gratitude to the staff for their continued hard work under difficult circumstances.

5. DIRECTOR'S REPORT

Mr. Munger reported that construction has begun on the Rudolph bike park parking lot facility. Mr. Munger noted that we have now run into an issue with the storm water drainage portion of the project. Mr. Munger noted that architect Tim Bockbrader has been working with the County Engineer's Office in developing the stormwater management plan for the site and stated that they had everything worked out and approved. Mr. Munger added that the Engineer's Office was to have been in contact with the Township Trustees and keeping them informed of the plan; however, when our contractor was ready to begin work on tapping into the storm sewer the Trustees put a halt to the project. Mr. Munger noted that apparently, there have been numerous issues with the storm sewer that services the village that we were not made aware of until after the fact and the addition of the parking lot and bike park would compound the problems. Mr. Munger reported that discussions began immediately regarding options to tie into the existing storm sewer in the village. Mr. Munger noted that the close proximity to the Portage River and the fact that the Slippery Elm Trail extends to the river gives us the opportunity to simply run a storm sewer drain directly to the river and bypass the village storm sewer altogether. Mr. Munger stated that the issue with this is that it is going to entail additional funding as this is a rather extensive change to the

project. Mr. Munger noted that the engineer working on the project came up with a preliminary plan and based upon that plan the cost is estimated at \$37,749. Mr. Munger noted that this is based upon preliminary numbers and added that he should have a solid quote for the change order to the project at the June meeting. Mr. Munger stated that he looked at the capital improvement budget to see where we may be able to make cuts to cover at least a portion of the project cost overruns. Mr. Munger reported that a shelter was budgeted as an additional portion of the bike park that could be done at a future date that was budgeted at \$24,000. Mr. Munger added that there was an additional \$10,000 budgeted for matching funds for a grant to construct a mountain bike trail that would not be used as the grant was not awarded this year. Mr. Munger noted that these items alone would free up \$34,000 of the \$37,749 currently estimated for the project. Mr. Munger added that there may be additional items that could be moved to a future year in order to free up funds to cover the costs. Mr. Cameron stated that he felt that given the excitement regarding this project and the public support it has received to date it is important to make the project a priority and support it in any way necessary. Mr. Munger stated that he would have Mr. Bockbrader continue to work with the engineer in developing the storm water management plan for the site and bring the final cost of the change order to the Board when it was available.

Mr. Munger reported that he wanted to update the Board on the ongoing staff efforts in light of the COVID-19 pandemic. Mr. Munger stated that with the start of Spring it was critical that we get mow crews out keeping up with the mowing of the parks. In addition, Mr. Munger added that as Governor DeWine has continued to stress the importance of citizens to get outside and exercise in the parks, our parks have been extremely busy. Mr. Munger stated that as a result, the operations and construction departments have been working in shifts to mow and clean restrooms on an ongoing basis since the beginning of the pandemic. Mr. Munger added that all staff have been instructed to practice social distancing and limit travel to one person per vehicle. Mr. Munger stated that the park police department has continued routine patrols of the parks to insure order in the parks, adding that with the required social distancing it added more to their routine duties by insuring proper behavior during this time. Mr. Munger stated that other staff members have been continuing to work from home. The program staff have been putting together presentation on Facebook, YouTube and other social media platforms. Mr. Munger stated that stewardship staff have been coming in taking care of essential duties such as watering plants, again keeping social distancing in mind. Administrative staff have been working from home, keeping up with essential duties. Mr. Munger reported that in regards to facilities and particularly facility rentals, in keeping with the stay at home orders, facility reservations have been cancelled through June 22. Mr. Munger noted that earlier in the day, new guidelines were released permitting catering and banquet facility gatherings for up to 300 people provided guidelines were followed pertaining to the restaurant reopening around the state. Mr. Munger stated that he was in communication with Wood County Health Commissioner, Ben Batey to get clarification and Mr. Batey informed him that those guidelines pertain to wedding receptions only and do not extend to other gatherings. Mr. Munger stated that the guidelines in regards to reopening include details such as tables must be placed a minimum of 6-feet apart with no congregating of guests permitted and the limiting of building capacities to

50 percent of their fire rated capacities. Mr. Munger noted that two of the facilities, the Thompson Stone Hall at Otsego Park and the Hankison Great Room at the W.W. Knight Preserve both host many wedding receptions, however, they also host a variety of other functions and it would be very difficult to cancel an event for one day only to allow an event to be held the next. Mr. Munger added that with the 50 percent capacity it would lower both of them to permitting only approximately 60 people at each facility which would be very difficult to maintain. Mr. Munger stated that as we are concerned for the ongoing health and welfare of all our park visitors as well as staff it would be advisable to keep facilities closed until the order is extended to all functions. After a lengthy discussion Mr. Cameron moved to close facilities and cancel facility rentals through August 1, 2020 at which time consideration would be give for future dates. Ms. Wiechman seconded, all in favor. Motion carried.

6. **DEPARTMENTAL REPORTS**

Ms. Wiechman stated departmental reports were distributed to the board in advance of the meeting for review and asked if there were any questions. None were raised

7. **APPROVAL OF PAYABLES**

Ms. Wiechman stated payables for the months of March and April have been distributed for the Board to review. Mr. Parish moved, seconded by Ms. Rose to approve payables for the months of March and April. 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**

No members of the Friends were present and no concerns were raised.

11. **HEARING OF VISITORS**

No concerns were raised.

12. **EXECUTIVE SESSION**

Nothing at this time.

13. **ADJOURNMENT**

Mr. Cameron moved adjournment. Mr. Parish seconded. All in favor. The meeting adjourned at 4:22 p.m.



Tom Myers, Chairman



Neil A. Munger, Director