

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONERS MINUTES REGULAR MEETING
OCTOBER 12, 2021**

1. CALL TO ORDER

The meeting was called to order by Chairman Sandy Wiechman at 4:00 p.m. at the Cedar Creeks Preserve, 4575 Walbridge Road, Northwood, Ohio 43619

2. ROLL CALL

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

Staff present: Neil Munger, Jim Witter, Jeff Baney, Rob Brian, Corinne Gordon, Eric Scott

3. APPROVAL OF MINUTES

Ms. Wiechman stated the minutes of the August 24, 2021 regular 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 minutes for the August 24, 2021 meeting as presented. Mr. Cameron seconded. All in favor, motion carried.

4. CHAIRMAN'S REPORT

Ms. Wiechman stated that the recent Farm Fest held at the Carter Historic Farm was a huge success and complimented staff on the planning and execution of the event. Ms. Wiechman noted that all comments during the event and after the event were all positive.

5. DIRECTOR'S REPORT

Mr. Munger reported that he has begun working with department heads on preparation of the Park District operating budget for 2022. Mr. Munger noted that the statutory budget passed back in July will be the basis of the operating budget with a review of the current year to insure that funding is at proper levels and discussions with department heads to insure any planned changes for the upcoming year are accounted for. Mr. Munger stated that for preparation of the statutory budget, a lump sum is noted for the capital improvement account. Mr. Munger noted that he has met with Assistant Director, Jeff Baney, Operations Manager, Rob Brian, and Construction Manager, Steve True to review the current status of 2021 projects and begin planning for the 2022 capital improvement budget. Mr. Munger reviewed the draft capital improvement budget and noted that the 2022 budget includes some project carryover projects from 2021. Mr. Munger noted that due to the increased cost of lumber and other construction supplies, the planned construction of the archery tower at the Arrowwood Archery Range and construction of an addition to the Reuthinger Preserve barn and staff offices were put on hold. Mr. Munger noted that budgeted funds for these projects will also

carryover from 2021 so while the proposed capital improvement budget for 2022 is higher than projected in the statutory budget, these funds offset the difference. Mr. Munger added that in addition, the \$60,000 budgeted for construction of the new entrance drive at the Reuthinger Preserve will be reimbursed through the Ohio Department of Transportation Park District Roadway Improvement Funds. Mr. Munger stated that the proposed 2022 capital improvement budget total at this time is \$550,700 and the statutory estimated budget was \$350,000. Mr. Munger noted that the total budgeted amount of the carryover projects and ODOT funding is \$183,000 and once those funds are calculated into the budget the adjusted capital improvement budget is \$367,700 which is much more in line with the statutory budget estimate.

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. Mr. Parish questioned on the park police department report which parks had the vehicles after hours, which park had the deer shot on a neighboring property and was tracked onto park property and where did the accident occur involving the police car hitting a deer. Mr. Munger noted that none of the park police officers were in attendance but he would check with Todd and get answers to the board.

7. APPROVAL OF PAYABLES

Ms. Wiechman stated payables for the months of August and September were distributed to the board in advance of the meeting for review. Mr. Cameron moved approval of the payables for the months of August and September, Ms. Rose seconded. A roll call vote was conducted, all in favor, motion carried.

8. OLD BUSINESS

Mr. Cameron questioned of the truck ordered from Thayer Ford for the Operations Department has been received yet. Mr. Munger responded that we have not received word on the vehicle yet but that it is not unusual that a vehicle take 2-4 months to receive after it is ordered. Mr. Munger noted that the vehicles ordered by the Park District are stripped down models while most of the trucks carried in stock have many optional accessories therefore the vehicles have to be ordered and built to our specifications which takes longer. Mr. Munger added that he would check with the dealer to see if they had an update.

9. NEW BUSINESS

No new business was raised

10. FRIENDS OF THE WOOD COUNTY PARKS

Friends of the Parks President, Candace Weiss reported that the Friends of the Parks recently contracted for an electronic records system that will be used by the Friends for a multitude of purposes. Ms. Weiss stated that the system will track memberships and generate automatic renewal notices, a store will be added where people can purchase Friends clothing and other items, electronic newsletters will be generated from the system as well as many other features that will assist the Friends in the future. Mr. Parish questioned if the Friends purchased the computer

system. Ms. Weis responded that it is a system with a monthly fee of \$150. Mr. Parish questioned if there was any initial cost for the system. Ms. Weis responded that there was no initial payment necessary and the monthly fee covers the cost. Mr. Parish stated that he and his wife would like to donate funds to pay for a year of the system for the Friends. Ms. Weiss thanked Mr. Parish for his kind donation and support of the Friends.

11. **HEARING OF VISITORS**

No comments from visitors

12. **EXECUTIVE SESSION**

Mr. Parish moved to adjourn to executive session for the discussion of personnel. Mr. Cameron seconded. The board moved into executive session

Ms. Rose moved to adjourn from executive session. The executive session was adjourned.

13. **ADJOURNMENT**

Mr. Cameron moved adjournment of the meeting. The meeting was adjourned at 5:20 p.m.



Sandra Wiechman, Chair



Neil Munger, Director

Wood County Park District, 18729 Mercer Road, Bowling Green, OH 43402