

**WOOD COUNTY PARK DISTRICT
BOARD OF PARK COMMISSIONER'S MINUTES REGULAR MEETING
06/14/2022**

1. CALL TO ORDER

The meeting was called to order by Chairman Sandy Wiechman at 3:00 p.m. at Otsego Park, Thompson Stone Hall, 20000 W. River Rd., Bowling Green, OH. 43402.

2. ROLL CALL

Sandy Wiechman, present
Kim Rose, present
Denny Parish, present
Tom Myers, present
Bill Cameron, present

Staff present: Corinne Gordon, Rob Brian, Eric Scott, Bill Hoefflin, Steve Thomson, Troy Bateson, Chris Smalley, Diana Ziems, Tom Belcher

Members of the Press: Roger LaPointe (Sentinel Tribune), Jane Maiolo (Perrysburg Messenger), Clint Corpe (WBGU 88.1FM, The Morning Show), Jan Larson McLaughlin (BG Independent News)

3. APPROVAL OF MINUTES

Ms. Wiechman stated the minutes of the 05/10/2022 meeting was distributed to the board prior to the meeting. She asked for a motion to approve the minutes for the 5/10/2022 meeting. Mr. Myers moved approval of the meeting minutes as presented. Ms. Rose seconded. No discussion. A roll call vote was conducted with all in favor, motion carried.

4. CHAIRMAN'S REPORT

Ms. Wiechman reported a thank you note was received in the mail from one of our families regarding working with the Park District staff on a memorial bench. She stated they were very grateful to the Park District staff for their efforts due to being out of state.

5. DIRECTOR'S REPORT

Mr. Smalley stated mileage reimbursement for the Wood County Commissioners recently increased to match the IRS standards, and the Park District is looking to follow suit. He stated the current I.R.S. standard is \$0.585 per mile. Mr. Smalley presented resolution 22-009 to increase mileage reimbursement to \$0.585 per mile effective June 1, 2022. Ms. Wiechman stated Resolution 22-009 by the Board of Park Commissioners of the Wood County Park District accepting revisions to the Wood County Park District mileage reimbursement policy, in keeping with current Internal Revenue Service (IRS) standards. Mr. Cameron moved to approve Resolution 22-009. Mr. Myers seconded. No discussion. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley presented the 2023 Statutory Budget draft to the board members for their review. He stated some items have increased in certain lines. He stated fuel costs have increased 60% due to having 21 properties across one of the largest counties in Ohio. He stated utility costs have increased as well due to inflationary reasons. He stated an increase in Stewardship consultation fees due to beginning maintenance on the ponds in the Park District's care. Mr.

Parish asked how many ponds belong to the Park District. Eric Scott responded with five ponds, with the potential total of six. Mr. Smalley has asked the Stewardship and Program departments to inventory the ponds in the Park District to allow the maintenance process to begin.

Mr. Smalley presented the board members with the Memorandum of Understanding with the Park District of Ottawa County. He stated the Park District has been working with Ottawa County the last several years to acquire a section of property from Genoa to Millbury to finish the North Coast Inland Trail. He stated the Memorandum of Understanding with the Park District of Ottawa County is a continuation of that partnership and firms up the relationship even further. Mr. Myers asked for a general explanation of the financials regarding this partnership with Ottawa County. Mr. Smalley stated the full cost of the property, which is a total of 12 sub-properties, is approximately \$612,000. He stated the properties located in Wood County make up 15% (\$91,800) of the overall acreage of the site and stated buying the properties all together would reduce cost. He stated the Wood County properties on their own are valued at \$130,000 - \$140,000. He stated these numbers are before any alternative funds, grants, etc. are applied. Ms. Wiechman stated resolution 22-010 by the Board of Park Commissioners of Wood County Park District to allow Park District Director, Chris Smalley, to enter into an agreement with the Park District of Ottawa County for the purpose of a Memorandum of Understanding regarding the North Coast Inland Trail from Genoa to Millbury. Mr. Cameron moved to approve Resolution 22-010. Mr. Parish seconded. No further discussion. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Liberty Township zoning board held a hearing last week regarding the Rudolph Bike Park. He stated Park District representative, Tim Bockbrader, presented the plans to address the previous concerns of the Liberty Township zoning board. He stated after further discussion, the zoning board voted and approved the submitted requests that were put through by Pump Trax USA, Tom Ritz Designs LLC., which modifies the existing section of the pump track in question by shifting it 12 feet to the west. He stated the Park District was contacted by Jason Schiefelbein from Pump Trax USA, Tom Ritz Designs LLC., and advised construction would start as soon as late June or early July. He stated the goal is to wrap up construction in mid-August allowing the park staff to prepare areas before the growing season ends. Mr. Smalley stated this is an exciting step forward for the Rudolph Bike Park and for residents in Liberty Township, Wood County, Northwest Ohio and beyond. Mr. Myers thanked Mr. Smalley for driving this process with the Rudolph Bike Park. Mr. Myers noted that Mr. Smalley brought representatives from Liberty Township, Pump Trax USA and the board together to work on a resolution. Mr. Parish praised the Liberty Township trustees for their efforts in seeking solutions during this process.

Mr. Smalley also presented information on the Community Walking Group by ProMedica who will be utilizing W.W. Knight Nature Preserve, information on the Wood County Museum programs, and a Friends of the Parks membership flyer.

6. DEPARTMENTAL REPORTS

Ms. Wiechman stated copies of all departmental reports were distributed to the board prior to the meeting. No further discussion.

7. APPROVAL OF PAYABLES

Ms. Wiechman stated the payables were distributed in advance of the meeting for board review from Kristin Long. Ms. Wiechman asked for a motion to approve the payables. Mr. Myers moved approval of the payables. Mr. Cameron seconded. No discussion. A roll call vote was conducted with all in favor, motion carried.

8. OLD BUSINESS

No old business was raised.

9. NEW BUSINESS

Mr. Smalley announced Andrew Kalmar as the new Assistant Director of Wood County Park District, starting in July. Mr. Smalley listed several positive attributes of the new Assistant Director and stated he's looking forward to the addition of Mr. Kalmar.

Mr. Parish asked if a discussion could begin regarding the Archer Company Survey Report. Ms. Wiechman suggested discussing during executive session. She stated she had copies of the report for all board members to review. Mr. Smalley stated he could give a summary of the report. He stated the final report was received in mid-May from the Archer Company. He stated this survey researched almost 16 different agencies of comparable size and configuration of Wood County Park District to look at wage structure and salaries and to examine how they compare to the Park District. Mr. Smalley stated this survey was not an examination of duties. Mr. Smalley continued by outlining the Archer Company Survey packet to the board members. Mr. Parish offered background regarding the Archer Company Survey Report. He stated approximately 10 years ago, the Wood County Park District attempted to give pay increases without a survey being completed. He stated this pay increase was met with adversity by numerous elected officials and members of the public. He stated approximately 7 years ago, the Park District asked Archer Company to complete a wage survey—much in the same way the Wood County Commissioners elected officials had completed not long before. He stated after losing approximately 50% of personnel 3-4 years prior, the Archer Company wage survey was accepted and implemented over a 2-year period. Mr. Parish stated [past Director], Neil Munger, asked Archer Company approximately one year ago to reexamine our salary structures. He stated Archer Company listed 24 positions with an increase of approximately 5%; 5 positions were listed at more than 5%; and three of those five positions are the lowest paying positions at the Park District. Mr. Parish made a motion to instruct Chris Smalley to prepare a resolution adopting the Archer Company recommendations in two stages; the first stage being implemented 8/1/2022; the second stage being implemented 90 days later. Ms. Rose asked why there were two different stages. Mr. Cameron and Ms. Wiechman both stated it would be acceptable to implement the Archer Company recommendation in one stage. Mr. Parish amended his motion to instruct Chris Smalley to prepare a resolution adopting the Archer Company recommendations effective 8/1/2022. Ms. Rose seconded. A roll call vote was conducted with all in favor, motion carried. Mr. Smalley asked if the Archer Company recommendation should be effective on 8/1/2022, or on the closest pay period. Mr. Parish deferred to Kristin Long to determine the closest pay period. A roll call vote was conducted with all in favor, motion carried.

Mr. Parish made a motion to instruct Chris Smalley to prepare a statutory budget draft for 2023 that includes the Archer Company recommendations and includes a 3% cost of living increase. Mr. Parish stated the increased cost of living will not be going away in the next six months to a

year, and this will help Park District employees provide for their households. Mr. Myers seconded. A roll call vote was conducted with all in favor, motion carried.

Ms. Rose recommended changing the board meeting location to Park District Headquarters, due to rising fuel costs. Mr. Smalley stated during the summer months it's typical to travel to different Wood County park locations. Ms. Wiechman asked if it would benefit the various department heads if board meetings were in one location. Mr. Parish made a motion to change the location of the July, August and September meetings to Park District Headquarters. Ms. Rose seconded.

10. FRIENDS OF THE PARKS

There were no members of Friends of the Parks present. Mr. Smalley stated there will be no June meeting for the Friends of the Parks. He stated the next meeting will take place in July.

11. HEARING OF VISITORS

No visitors heard.

12. EXECUTIVE SESSION

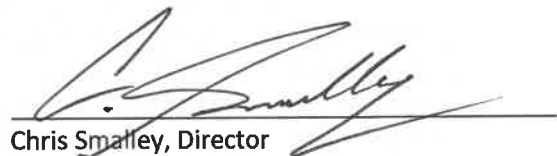
Ms. Wiechman stated they will be in a brief Executive Session to discuss compensation. No decisions will be made during this session.

13. ADJOURNMENT

Mr. Cameron moved to adjourn. Mr. Myers seconded.
Meeting ended at 3:37 p.m.



Sandra Wiechman, Chair



Chris Smalley, Director

Wood County Park District Headquarters, 18729 Mercer Rd., Bowling Green, OH. 43402