

**Wood County Park District
Board of Park Commissioner's Minutes Regular Meeting
12/13/2022**

1. Call to Order

The meeting was called to order by Chairperson Sandy Wiechman at 3:00 p.m. at Wood County Park District Headquarters, 18729 Mercer Rd., Bowling Green, OH. 43402.

2. Roll Call

Sandy Wiechman, present
Kim Rose, not present
Denny Parish, present
Tom Myers, present
Bill Cameron, present

Staff present: Chris Smalley, Diana Ziems, Tom Belcher, Andrew Kalmar, Rob Brian, Steve Thomson, Troy Bateson, Jim Witter, Corinne Gordon

Members of the Press: Sandy Schwieterman-Sentinel Tribune, Jan Larson-McLaughlin-B.G. Independent News, Jane Maiolo-Perrysburg Messenger, Clint Corpe-WBGU Radio

3. Approval of Minutes

Ms. Wiechman stated the minutes from the 11/08/2022 board meeting was distributed to the board prior to the meeting. Mr. Parish moved approval of the 11/08/2022 minutes as presented. Mr. Myers seconded. A roll call vote was conducted with all attending in favor, motion carried.

4. Chairman's Report

Ms. Wiechman stated Wild Lights is coming up January 11th with the workshop from 4:00 p.m. to 7:00 p.m., and the weekend viewing is January 13th to 15th with free admission. Ms. Wiechman stated she was in attendance when Bill Hoefflin received his five-year certificate of appreciation award at the all-staff work day and potluck at Sawyer Quarry Preserve on December 7th. Ms. Wiechman stated Basecamp Stories are continuing January 5th with Bill Hoefflin presenting Port to Port: an adventure on the Maumee River.

Ms. Wiechman stated this meeting will be the last for park commissioners Denny Parish and Kim Rose. She stated Mr. Parish and Ms. Rose taught her a lot during their time together and thanked them for their excellent service to the Wood County Park District. Mr. Parish thanked Ms. Wiechman for her kind words. He stated out of over a dozen boards, commissions and task forces, his time as a park commissioner has been one of the most enjoyable experiences. Mr. Parish stated he's been doing public service work for over 50 years and has nothing planned moving into 2023. Mr. Parish is proud of resolving the long-term park district compensation issues. He is also proud of the fact

that Bradner Preserve is what it is today, along with Sawyer Quarry Preserve, Rudolph Bike Park, Arrowwood Archery Range and the agreement for the Pratt property. Mr. Parish noted the passing of a levy and hiring of a new Park District Director as additional accomplishments during his 8 years as a park commissioner. He acknowledged his fellow park commissioners and park district employees.

5. Director's Report

Mr. Smalley stated we have floor scrubber unit replacements budgeted from the 2022 budget. He stated Rob Brian submitted estimates from three different manufacturers, with the lowest coming from Nichols for \$12,716.00 for both units. Mr. Smalley stated these units will be replacing existing scrubber units servicing Otsego Park and W.W. Knight Nature Preserve. Mr. Myers asked about the operating difference between the Betco and Nichols units. Mr. Brian stated there is a little difference in performance between all estimated units, but higher customer satisfaction from the Ice units at Nichols, including a 5-year warranty. Mr. Brian stated he'd like to keep one of the old floor scrubber units for additional work and the other unit could be auctioned off. Ms. Wiechman presented resolution 22-033 to the Board of Park Commissioners. Mr. Cameron motioned to approve the resolution. Mr. Myers seconded. A roll call vote was conducted with all in favor, motioned carried.

Mr. Smalley stated there are updates to the Park Police Policy Manual that need to be added to the existing manual, to stay in compliance with state and federal regulations. He stated the mostly terminology updates included are in the areas of use of force, ride alongs and medical response. Ms. Wiechman presented resolution 22-034 to the Board of Park Commissioners. Mr. Parish motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley presented the 2023 Operating Budget to the board of commissioners. He stated there were a few changes regarding utility costs, some corrections of equipment costs, as well as adjustments on the overtime account line. Mr. Smalley stated some additional changes were made to the capital improvements budget in the amount of \$1,000.00 for electrical work involved in the Mercer Road sewer connection project. Mr. Myers asked what the confidence level is for keeping the budget at the amount presented. Mr. Smalley stated an 80% confidence level is fair, with the understanding that circumstances can arise. He stated the Otsego Park flooring project is a rough estimate, and funds may need to be reallocated if the cost increases. Mr. Myers stated the budget is assertive, but reasonable. Mr. Myers stated he noticed the unencumbered balance for 2024 is lower than the 2023 beginning projected resources and he inquired on how that will be affected from a levy perspective. Mr. Smalley stated he met with every department head to discuss ways to reduce the overall spending and get in line with money that was coming in. He stated levies have been averaging around \$3.2 to \$3.4 million for several years. Mr. Smalley stated one of the goals for 2023 is to reassess some of our rental rates to make sure we're fair but marketable. Mr. Smalley stated there is enough in the overtime account line to allow

for a lump sum payment and a resolution has been prepared if the board of commissioners chooses to address at this meeting. Mr. Smalley stated the 2023 operating budget was prepared with a 3% COLA. Ms. Wiechman presented resolution 22-035 to the board of park commissioners. Mr. Parish moved to approve the resolution. Mr. Myers seconded. Mr. Parish stated he wanted to make it clear that in approving this resolution, the employees are receiving a cost-of-living increase for next year. A roll call vote was conducted with all in favor, motion carried. Ms. Wiechman presented resolution 22-039 to the board of park commissioners. Mr. Parish asked what the total cost for the lump sum payments will be. Mr. Smalley stated it will be approximately \$11,800. Mr. Parish stated normally he wouldn't agree to this today because there are two new park commissioners starting next month. He stated that because the total amount is less than \$12,000, he wanted to remove the burden of this vote for next month. Mr. Cameron moved to approve this resolution. Mr. Myers seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Local Park Improvement Grant Recommendations were determined by a non-Wood County Park District three-person committee comprised of Amy Bowen-Moore from Erie Metroparks, Christina Walton from Sandusky County Parks and Gary Pruitt from Hancock County Parks. Mr. Myers and Mr. Cameron both commended the method by which the grant applications are reviewed and recommendations placed. Mr. Smalley thanked Rob Brian and Andrew Kalmar for their work in organizing the incoming grant requests. Ms. Wiechman presented resolution 22-036 to the board of park commissioners. Mr. Parish moved to approve this resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated that per Board request he worked with Mr. Kalmar and other districts to help determine the best plan for a Remote Working Policy that fits our needs. He stated this proposed resolution would rescind the current Teleworking Policy and enact the Remote Working Policy. Ms. Wiechman presented resolution 22-037 to the board of park commissioners. Mr. Myers moved to approve this resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the current issue of the Oak Leaf has been distributed to the park commissioners. Mr. Smalley stated there is also information regarding the Bradner Farmland Lease Agreement given to the park commissioners for review. Mr. Smalley stated he was advised to obtain authorization to begin negotiation on the Bradner Lease Agreement for our farm fields. Ms. Wiechman presented resolution 22-038 to the board of park commissioners. Mr. Cameron moved to approve this resolution. Mr. Myers seconded. Mr. Parish asked if we are able to restrict what is planted in our farm fields. Mr. Kalmar stated this information is already stated in the draft agreement, which is corn, beans and wheat. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley thanked Mr. Parish and Ms. Rose for their years of service to the Wood County Park District and the citizens of Wood county. Mr. Parish stated there isn't one day that he's been disappointed by choosing Mr. Smalley as Director of the Wood County Parks District.

6. Departmental Reports-

Ms. Wiechman stated the departmental reports were distributed to the board members for review.

7. Approval of Payables

Ms. Wiechman stated the payables for the month of October were distributed to board members prior to the meeting and called for a motion to approve. Mr. Myers made a motion to approve the payables, Mr. Parish seconded. A roll call vote was conducted with all in favor, motion carried.

8. Old Business

Mr. Cameron stated AEP is installing steel transmission lines approximately 20 feet away from the southern stretch of Slippery Elm Trail.

Mr. Parish stated he hasn't seen or heard of any progress on the flood plain at Buttonwood Park. He asked the future park commissioners to not let this issue rest. Mr. Smalley stated he talked with the Wood County Planning Commission and understands that there's a resolution in place and they're ready to adjust the size of the dike.

9. New Business

No new business heard at this time.

10. Friends of the Wood County Parks

Mr. Smalley stated Candace Weis sends her apologies that she couldn't attend and that the Friends wish Mr. Parish and Ms. Rose all the best.

11. Hearing of Visitors

Mr. Myers stated his appreciation of Mr. Parish and Ms. Rose as fellow commissioners and thanked them for all the knowledge shared.

12. Executive Session

Ms. Wiechman stated there will be no executive session.

13. Adjournment

Adjournment was moved by Mr. Parish. Meeting ended at 3:49 p.m.



Sandra Wiechman, Chairperson



Christopher Smalley, Director

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

