

**Wood County Park District  
Board of Park Commissioner's Minutes Regular Meeting  
03/14/2023**

**1. Call to Order**

The meeting was called to order by Chairperson Tom Myers at 3:01 p.m., at W.W. Knight Nature Preserve Hankison Great Room, 29530 White Road, Perrysburg, OH. 43551.

**2. Roll Call**

Tom Myers, present  
Sandy Wiechman, present  
Bill Cameron, present  
Wendy Headley, present  
Rebecca Ferguson, absent

Staff present: Kristin Long, Diana Ziems, Emma Taylor, Jim Witter, Steve Thomson, Tom Belcher, Rob Brian, Chris Smalley, Andrew Kalmar, Corinne Gordon, Drake Wooden, Zeb Albert

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

Guests: Candace Weis – Friends of the Parks, president

**3. Approval of Minutes**

Mr. Myers stated the minutes from the 2/14/2023 board meeting was distributed to the board prior to the meeting. Ms. Wiechman moved approval of the 2/14/2023 minutes as presented. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion carried.

**4. Wood County Park District Mindfulness Program Review**

Emma Taylor, Program Naturalist presented an overview of the Monthly Mindfulness program to meeting attendees. She advised she is the only Trauma-Informed Mindfulness teacher in northwest Ohio and is certified through the International Mindfulness Teachers Association. Ms. Taylor invited the attendees to participate in some mindfulness and grounding before her presentation. She stated the main goal for the monthly mindfulness programs is help people connect to the parks with a sense of wonder with all of the parks. Ms. Taylor stated some health benefits of the mindfulness program are reduced anxiety and reduced blood pressure. Some common things happening during a mindfulness class are meditation, observing nature and gentle hiking. Ms. Taylor stated that most folks that attend monthly mindfulness are attending the class at the park closest to their home and that a lot of times this encourages folks to return and enjoy that park. Ms. Taylor stated she has received feedback that this

class is authentic and beneficial, and this is always her goal as a Trauma-Informed Mindfulness teacher. Jim Witter stated he remembered Ms. Taylor was completing her accreditation in Cincinnati and decided she would be a good asset to the Wood County Park District and that her Trauma-Informed Mindfulness accreditation is very unique and she does a great job bringing this information and techniques to the folks of Northwest Ohio.

#### **5. Chairman's Report**

Mr. Myers stated there is a Backpack Basics class this Wednesday from 6:30 p.m. to 8:00 p.m. starting March 15<sup>th</sup> thru May 10<sup>th</sup> at W.W. Knight Nature Preserve and a College Prep Q&A Thursday, May 11<sup>th</sup> from 5:00 p.m. to 6:00 p.m. at W.W. Knight Nature Preserve. Mr. Myers stated the Friends of the Parks Native Plant Sale is Saturday, May 13<sup>th</sup> from 10:00 a.m. to 1 p.m., with a presale for Friends members only starting at 9:00 a.m. Mr. Myers announced that the Kayak Demo Day will be Sunday, June 4<sup>th</sup> from 11:00 a.m. to 3:00 p.m. at Three Meadows Pond in Perrysburg.

#### **6. Director's Report**

Mr. Smalley said staff have worked to collect quotes for the Park District parking lot paving project. Mr. Smalley stated this project is separate from the normal paving process due to not having access to ODOT roadway funds. Mr. Smalley stated Andrew Kalmar met with a number of paving companies and Morlock Asphalt Ltd had the best quote at \$32,875.00 for re-paving and re-striping the Park District headquarters parking lot. Mr. Myers asked if the Park District has used this company for projects in the past. Rob Brian responded that we have used them in the past, most recently for the Slippery Elm Trail about two years ago. Mr. Myers presented resolution 23-015 to the Board of Park Commissioners. Ms. Wiechman motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion approved.

Mr. Smalley stated multiple furnaces are needed to keep W.W. Knight Nature Center warm in the colder months. Mr. Smalley said the W.W. Knight Nature Center is over 20 years old and some of the furnaces are starting to fail. Mr. Smalley stated we'd like to be pro-active and replace the failing furnaces this spring. Rob Brian obtained quotes and found Downey Plumbing and Heating to be the most competitive at \$14,990.00 to replace multiple units at W.W. Knight Nature Center. Mr. Myers presented resolution 23-016 to the Board of Park Commissioners. Ms. Headley motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion approved.

Mr. Smalley stated that Park District participation in the ODOT Park District Roadway Funds need to be reviewed and approved every two years to use tax dollars set aside by ODOT for municipalities and park districts like ours for parking lot and traffic improvements to areas that are used by the public. Mr. Smalley stated this would cover fiscal years 2024 and 2025. Mr. Myers asked if ODOT allocates these funds based on need, application submission, or luck of the draw. Mr. Smalley stated it is allocated by

county, then by individual park districts. He stated a list of projects must be dedicated within the two-year timeframe. Mr. Myers asked how ODOT tracks the funds distributed and how does the Park District account for these funds. Mr. Smalley stated ODOT tracks the funds thru an OPRA representative and requires a Park District representative be named the point of contact that will work with ODOT and OPRA. Mr. Myers presented resolution 23-017 to the Board of Park Commissioners. Mr. Cameron motioned to approve the resolution. Ms. Headley seconded. A roll call vote was conducted with all in favor, motion approved.

Mr. Smalley stated Northwest Water and Sewer District has been working to add improved sewer lines along Sugar Ridge Road. He stated an extension to that project will be passing Park District Headquarters in the coming year. Mr. Smalley stated he met with Rob Brian and Tom Belcher and concluded that it was best to contract with Eric Palmer Trucking and Excavating to tie into the new sewer lines and to abandon and remove the old septic system for the estimated amount of \$8,325.00. Mr. Myers presented resolution 23-018 to the Board of Park Commissioners. Ms. Wiechman asked if there is enough padding in the budget for this project if needed. She stated there was originally \$11,000.00 budgeted for this project. Mr. Smalley stated there should be enough budgeted for this project barring any unforeseen issues. Ms. Wiechman motioned to approve the resolution. Mr. Cameron seconded. A roll call vote was conducted with all in favor, motion approved.

Mr. Smalley stated the Reuthinger building expansion project requires adding some security upgrades. Chief Thomson has obtained some quotes to complete this project and Intech I.T. Solutions submitted a quote for \$5,317.90 to update the current system. Mr. Myers present resolution 23-019 to the Board of Park Commissioners. Ms. Headley motioned to approve the resolution. Ms. Wiechman seconded. A roll call vote was conducted with all in favor, motion approved.

Mr. Smalley stated the Board will find a current copy of the Oak Leaf Newsletter, the 2022 Wood County Park District Annual Report and the 2022 TMACOG Annual Report in their packets.

#### **7. Departmental Reports**

Mr. Myers stated the departmental reports were distributed prior to the board meeting for review.

Mr. Myers stated there is a new employee introduction. Corinne Gordon, Carter Historic Farm Specialist, introduced new part-time employee Drake Wooden to the board.

#### **8. Approval of Payables**

Mr. Myers stated the payables for the month of February were distributed to board members prior to the meeting and called for a motion to approve. Mr. Cameron made a

motion to approve the payables, Ms. Headley seconded. A roll call vote was conducted with all in favor, motion carried.

**9. Old Business**

Mr. Smalley stated ODOT is wrapping up their work on the right-of-way by the W.W. Knight Nature Preserve. He stated the county has finished their contracted work along the Slippery Elm Trail cutting back vegetation and over growth. Mr. Smalley stated during the Staff Work Day along the Slippery Elm Trail he noticed an improvement regarding accessibility. He stated the greenery should fill in during spring and continue to fill in throughout the coming year.

**10. New Business**

Mr. Cameron requested Mr. Smalley and Mr. Kalmar to complete a review of facility rental rates and prepare comparative statistics. Mr. Kalmar stated Chief Thomson has been in the process of reviewing the Park District's rental rates as well as the current rules and regulations.

**11. Friends of the Wood County Parks**

Candace Weis stated the Friends of the Parks will be having a Photo Exhibit showcasing the winners of the photo contest at the W.W. Knight Nature Preserve Hankison Great Room. She stated the reception will be April 13<sup>th</sup> from 5:00 p.m. to 7:00 p.m. Ms. Weis stated the Native Plant Sale will be May 12<sup>th</sup> and 13<sup>th</sup>, with May 12<sup>th</sup> only open to Friends members and May 13<sup>th</sup> open to the public. She stated the sale will be at the Wood County Fair Grounds' Champion Building. Ms. Weis stated the on-line based system used for processing membership renewals has been very successful. They've had approximately 300 membership renewals on-line and 12 renewals through the mail. Ms. Weis stated the new on-line system sends members notifications when their renewal is close. Ms. Weis stated the Friends Membership Meeting will be at Otsego Park on April 23<sup>rd</sup> with a speaker that will make a presentation on native plant gardening.

**12. Hearing of Visitors**

No visitors heard at this time.

**13. Executive Session**

Mr. Myers stated there will be an Executive Session regarding land acquisition. Ms. Wiechman moved to enter Executive Session at 3:37 p.m., Ms. Headley seconded.

**14. Adjournment**

Executive session adjourned at 4:03 p.m.

  
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Tom Myers, Chairperson

  
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Christopher Smalley, Director

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

