

**Wood County Park District  
Board of Park Commissioner's Minutes Regular Meeting  
05/09/2023**

**1. Call to Order**

The meeting was called to order by Chairperson Tom Myers at 3:02 p.m., at Otsego Park Thompson Stone Hall, 20000 W. River Rd., Bowling Green, OH. 43402.

**2. Roll Call**

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

Staff present: Chris Smalley, Rob Brian, Diana Ziems, Kristin Long, Andrew Kalmar, Jim Witter, Steve Thomson, Tom Belcher, Jamie Sands, Corinne Gordon, Zeb Albert.

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

Guests: Rob Fawcett – UIS, Candace Weis – Friends of the Parks

**3. Approval of Minutes**

Mr. Myers stated the minutes from the 4/11/2023 board meeting was distributed to the board prior to the meeting. Ms. Ferguson moved approval of the 4/11/2023 minutes as presented. Ms. Wiechman seconded. A roll call vote was conducted with all in favor, motion carried.

**4. Overview of The Biggest Week in American Birding – Jim Witter**

Jim Witter presented the Overview of The Biggest Week in American Birding. Mr. Witter stated Northwest Ohio is one of the largest cites for spring bird migration in the nation, due to the high number of birds migrating around Lake Erie and the Maumee River. Mr. Witter mentioned the American Birding guide was distributed to the Park Commissioners. He stated that while Maumee Bay State Park and Oak Openings are the more popular destinations for bird watching at this time of year, Wood County Parks are still great places to observe in a quieter atmosphere.

**5. Chairman's Report**

Mr. Myers acknowledged Park Commissioner Wendy Headley as the 2023 Athena recipient from the Bowling Green Chamber of Commerce. Ms. Headley stated it is important to participate in your community and give back, whether it locally or statewide. Mr. Myers mentioned National Bike Week and stated two good ways to

celebrate it by visiting the Slippery Elm Trail or Rudolph Bike Park. Mr. Myers stated the Friend's of the Parks Native Plant Sale is coming up on Saturday, 5/13, at the Wood County Fair Grounds. He also noted that Kayak Demo Day is coming up in June.

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

Mr. Smalley stated the Public Entities Pool (PEP) membership annual renewal is coming up on 6/12/2023 with an amount of \$74,097.93. Rob Fawcett, PEP representative, stated after meeting with Mr. Smalley to discuss the policy and find any revisions and/or discounts applicable to the Park District, approximately \$8,500.00 in savings was applied. Mr. Fawcett stated the Performance Bond feature was added to the policy. He stated this feature allows all employees to be bonded under one policy and Mr. Smalley only needs to advise when a new employee starts or when an employee is exiting the Park District. Mr. Fawcett advised a list of all updates were submitted for review by the Park Commissioners. Mr. Myers asked if endorsements were necessary as items are added to the policy. Mr. Fawcett stated an endorsement is needed if the item is over \$50,000.00 in value. Mr. Myers presented Resolution 23-023 to the Board of Park Commissioners. Ms. Headley moved to approve the resolution. Ms. Ferguson seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated there are Park Police Policy Manual Updates that need review by the Park Commissioners. He stated Chief Steve Thomson and Sergeant Troy Bateson spent several hours working on these updates, including the Cyber Security Incident Response updates that are required by LEEDS (Law Enforcement Executive Development Seminar) program annually. Mr. Myers presented Resolution 23-024 to the Board of Park Commissioners. Ms. Wiechman motioned to approve the resolution. Ms. Headley seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the entrance ramp at W.W. Knight Nature Center is at its useful end. He stated an Architectural Services Agreement was put together with Scott Heacock in order to design the replacement of the W.W. Knight Nature Center entrance ramp in the amount of \$5,000.00. Mr. Myers presented Resolution 23-025 to the Board of Park Commissioners. Ms. Ferguson motioned to approve the resolution. Ms. Wiechman seconded. A roll call vote was conducted with all in favor, motion carried.

Mr. Smalley stated the Park Commissioners were given a copy of the Biggest Week in Birding magazines, the Perrysburg Township bicentennial magazine and copies of Wood County Park District's upcoming programs.

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

Mr. Myers stated the departmental reports were distributed prior to the board meeting for review. No further discussion.

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

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

**9. Old Business**

Andrew Kalmar stated at the conclusion of today's meeting all are welcome to tour the Thompson Stone Hall basement and observe the repairs recently completed.

**10. New Business**

Mr. Smalley stated Corinne Gordon's last day will be 5/30/2023 with the Wood County Park District. Mr. Myers thanked Ms. Gordon for her years of service to the Park District and Carter Historic Farm.

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

Candace Weis stated the largest fundraiser of the year for the Friends of the Parks is the Native Plant Sale. She stated they will have 49 flower varieties, 4 grass varieties, 11 native shrubs and trees. She stated the plants will be \$5.00 apiece and shrubs will be \$10.00 apiece. Ms. Weis stated something new this year will be raingarden trays and butterfly garden trays. She stated these specialty trays are pre-picked and arranged with 15 plants and priced at \$100.00 apiece. Ms. Weis stated this Friday will be the Friend's member day and Saturday will be open to the public.

**12. Hearing of Visitors**

Jim Witter stated Corinne Gordon's farewell party will be next Tuesday at noon for Park District staff and Wood County Museum staff.

**13. Executive Session**

Mr. Myers stated there will be an Executive Session with no action taking place afterward. Ms. Headley moved to enter Executive Session at 3:31 p.m., Ms. Ferguson seconded. A roll call was conducted with all in favor, motion carried.

**14. Adjournment**

The Board exited Executive Session at 3:48 p.m. Ms. Ferguson made a motion to adjourn the regular board meeting. Ms. Wiechman seconded the motion. All vote affirmatively and the motion passed.



Tom Myers, Chairperson



Christopher Smalley, Director

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

