

**MINUTES OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING**

**11:00 a.m.
December 17, 2015**

**2355 Ada Road
Lima, OH 45801**

MINUTES

The meeting was called to order at 11:00 a.m. by Chairman, Cathy Ahman. Present was Commissioner, Bob Antibus, Kevin Bruin; Staff, Brent Brinkman, Chris Fetzer, Mark Mohr, Bob O'Connor, Vince Sarno, Anne Smedley and Beth Theisen; Legal Advisor, Dale Vandemark; Director, Kevin Haver and Recording Secretary, Denise Graham.

Bob Antibus made motion to approve the minutes for the November 17, 2015 meeting as submitted. Kevin Bruin seconded. The motion passed.

Kevin Haver reported the following:

- Eleven of thirteen eligible entities submitted grant applications for the Cooperative Park Improvement Grant Program. Kevin will be touring the parks to view the requested projects and to take photos for a power point presentation for the review team meeting in January. There is \$240,000 in grant requests and \$100,000 is available. The projects and grant allocations will be presented to the Board at the February meeting.
- A considerable amount of time has been spent studying the consultants plan for the Foundation. Kevin has several questions and concerns regarding the plan and he will send a letter to the Foundation Trustees in the next few weeks.
- Lighthouse Counsel emailed an updated power point from the December 9 meeting. Kevin will forward the power point to the Trustees and asked the Commissioners to please pass along their comments.
- Kevin met with two representatives from St. Rita's. They would like to become more involved with the Park District and are interested in two different projects. Currently working on estimates for a project in Motter Metro Park and the other project would be for all of the parks.
- The OPRA conference will be held January 31 through February 3. There aren't any specific workshops for Park Commissioners. A discussion took place regarding ideas for a Board event. Kevin Bruin would like to see a weekend event for Park Commissioners and Bob Antibus would like it to be regional.
- Kevin presented the 2016 Budget to the Commissioners. There are two items on the budget that are different than what was submitted to the County Auditor. The Employee Separation Account and the Rainy Day Fund were not submitted to the County due to in the past the Auditor's office refusing to set-up the two accounts for entry. Kevin Bruin made motion to accept the budget as presented. Bob Antibus seconded. The motion passed. Kevin Haver will receive final carryover balance after 12/31/15 and will revise the carryover.
- The Park District has been awarded a \$79,000 NatureWorks for a new restroom at McLean Teddy Park. The total project will cost \$119,000.

Bob O'Connor reported the following:

- Interviews were conducted for the Chief Ranger and Ranger positions. Richard Kimmel will be taking over as Chief Ranger. Chad Sandlin and Dave Zimmerly (currently seasonal rangers) will be hired as full time Park Rangers.

Vince Sarno reported the following:

- Finished installing the flagpole and base at the Farm Park.
- Installed snow stakes and winter signs at all of the parks.
- Installed a new gate on the gravel drive to the amphitheater.
- Helped with set-up of the Christmas Tree Festival.
- Currently working on equipment, assembling picnic tables and benches for Hermon Woodlands.

Chris Fetzer reported the following:

- The Christmas Tree Festival went very well. The museum is very appreciative that the Park District is helping and sponsoring the event.
- The Thanksgiving and Christmas Dinners went very well.

Beth Theisen reported the following:

- Have set a goal of meeting with other Park Districts to gain insight and information for developing a strategic plan for the naturalist programs.

Kevin Bruin asked about the donation for a mobile naturalist vehicle. Kevin Haver said that the donation is part of a charitable remainder trust. This will be very beneficial for the Foundation and the involvement in community parks.

Mark Mohr reported the following:

- The Christmas Tree Festival went well in the log cabin. Brought two goats and a turkey for the week.
- Boy Scout Evan Mohler built a purple martin house for the Park District as part of his scout project. The house will go up at the Lauer Farm so that two houses will be there.

Kevin Bruin made motion to approve the November 2016 Monthly Budget Update. Bob Antibus seconded. The motion passed.

Kevin Bruin made motion to approve the November 2016 Bills. Bob Antibus seconded. The motion passed.

Kevin Haver reported on the project updates:

Hermon Woodlands

- The stone base is 98% complete on the trails and the handrails are being installed on the bridges. The half log siding in the shelters have been installed and the countertops are in. The stain on the outside of the shelters won't be done until spring due to the need for temperature of 40 degrees or above. The site work is 90% complete. Kevin Kaskocsak had a good idea to plant wildflowers on the west hillside for children to pick. Mark will be getting the wildflower mix to plant.

Lauer Historical Farm

- Met with Phil Ederle of The Collaborative. He recommended Choice One for engineering work. The initial contract (1st phase) with The Collaborative is \$38,000 for the structural aspect of the main home, support of the main and upper floor. The renovation of the home will be the 2nd phase. The budget for 2016 is quite large for the Lauer Farm project.

Teddy Bear Park

- Waiting on the notice to proceed from NatureWorks to order the restroom.

Allen County Farm Park

- The original placement of the pole barn had to be moved to another location due to elevation issues.

Resolution 13-2015 was presented authorizing the Director-Secretary of the Park District to enter into contract for the purchase of a mini excavator. Bob Antibus moved that Resolution 13-2015 be accepted. Kevin Bruin seconded. The motion passed.

Brent Brinkman reported that the unit has been tried out free of charge. Over the past year an excavator was rented to repair water lines in the campground and to remove the log jam in Little Riley Creek. With the attachments the cost will be approximately \$54,000.

Resolution 14-2015 was presented authorizing the Director-Secretary of the Park District to enter into the purchase of a van. Kevin Bruin moved that Resolution 14-2015 be accepted. Bob Antibus seconded. The motion passed.

Resolution 15-2015 was presented authorizing the Director-Secretary of the Park District to advertise and fill the position of a Park Ranger (Chad Sandlin). Bob Antibus moved that Resolution 15-2015 be accepted. Kevin Bruin seconded. The motion passed.

Resolution 16- 2015 was presented authorizing the Director-Secretary of the Park District to advertise and fill the position of a Park Ranger (Dave Zimmerly). Bob Antibus moved that Resolution 16-2015 be accepted. Kevin Bruin seconded. The motion passed.

Resolution 17- 2015 was presented authorizing the Director-Secretary of the Park District to advertise and fill the position of a Park Naturalist (Daniel Hodges). Bob Antibus moved that Resolution 17-2015 be accepted. Kevin Bruin seconded. The motion passed.

Resolution 18- 2015 was presented authorizing the Director-Secretary of the Park District to enter into contract for the purchase of a truck (ranger vehicle). Bob Antibus moved that Resolution 18-2015 be accepted. Kevin Bruin seconded. The motion passed.

Resolution 19- 2015 was presented authorizing the Director-Secretary of the Park District to enter into contract for the purchase of a truck (ranger vehicle). Kevin Bruin moved that Resolution 19-2015 be accepted. Bob Antibus seconded. The motion passed.

Resolution 20- 2015 was presented authorizing the Director-Secretary of the Park District to enter into contract for the purchase of a truck and snow plow. Kevin Bruin moved that Resolution 20-2015 be accepted. Bob Antibus seconded. The motion passed.

The vehicle will be purchased through state purchasing at a cost approximately \$35,000 and will replace a 10 year old vehicle.

Resolution 21- 2015 was presented to authorize employment of the following named persons in the designated positions and for the amended compensation indicated effective December 24, 2015. Bob Antibus moved that Resolution 21-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 22- 2015 was presented to fix the contract and the compensation for the Parks Superintendent of the Park District for the year beginning December 24, 2015. Bob Antibus moved that Resolution 22-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 23- 2015 was presented to fix the contract and the compensation for the Parks Director-Secretary of the Park District for the year beginning December 24, 2015. Bob Antibus moved that Resolution 23-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 24- 2015 was presented to authorize employment of legal counsel for the Park District for the year beginning January 1, 2016 through December 31, 2016. Bob Antibus moved that Resolution 24-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 25- 2015 was presented to fix the compensation for the Chief Ranger for the Park District for the year beginning December 24, 2015. Bob Antibus moved that Resolution 25-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 26- 2015 was presented authorizing the Director-Secretary to enter into contract for architectural Services (McLean Teddy Bear Park restroom - Technicon). Kevin Bruin moved that Resolution 26-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 27- 2015 was presented in appreciation for Robert J. O'Connor for service to the Johnny Appleseed Metropolitan Park District. Bob Antibus moved that Resolution 27-2015 be accepted as presented. Kevin Bruin seconded and the motion passed.

Resolution 28- 2015 was presented authorizing the Director-Secretary to incur reasonable expenses for meals and/or non-alcoholic beverages in behalf of the Park District. Kevin Bruin moved that Resolution 28-2015 be accepted as presented. Bob Antibus seconded and the motion passed.

The next Board meeting is scheduled for Tuesday, January 19, 2016 at 8:00 a.m.

With no further business, Kevin Bruin made a motion to adjourn at 12:05 a.m. Bob Antibus seconded. The motion passed.

Cathy Ahman
Chairman

Kevin L. Haver
Director-Secretary