

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

**8:00 a.m.
March 15, 2016**

**2355 Ada Road
Lima, OH 45801**

MINUTES

The meeting was called to order at 8:00 a.m. by Chairman, Kevin Bruin. Present was Commissioner, Cathy Ahman, Bob Antibus; Staff, Chris Fetzer, Daniel Hodges, Richard Kimmel, Mark Mohr, Vince Sarno and Beth Theisen; Legal Advisor, Dale Vandemark; Director, Kevin Haver and Recording Secretary, Denise Graham.

Bob Antibus made motion to approve the February 16, 2016 minutes as submitted. Cathy Ahman seconded. The motion passed.

Cathy Ahman reported that she enjoyed helping at the Maple Syrup Festival, Optimist Home Show and the St. Patrick's Day parade.

Kevin Haver reported the following:

- The past month has been very busy for the staff.
- This last month, Kevin spoke at the West Central Ohio Builders Association meeting and also at the Lima Area Medical Coalition meeting.
- Kevin asked the Commissioners if Carole Hermon will be the honoree for Arbor Day. The Commissioners agreed that it will be Carole Hermon. A buckeye tree will be planted at Hermon Woodlands in her honor.
- The 2016 Cooperative Park Improvement Grant Program was presented at the February Board meeting with a PowerPoint presentation. A motion is needed to approve the appropriations for 2016. Bob Antibus made motion to approve the 2016 CPIGP appropriations. Cathy Ahman seconded. The motion passed.
- Kevin attended the Natural Resources Advisory Board meeting for the Clean Ohio Fund. Three projects were chosen for funding through the Clean Ohio Fund. Another round of Clean Ohio Fund grants will be available to apply for in August with \$1.8 million remaining. Kevin would like the Park District to apply for the next round for funding of the Rail Trail on the Spencerville Elgin Line. This will be a cooperative project with the City and several Townships.
- Currently working on a Master Plan for the Park District. Kevin recently contacted Portage Metro Parks, which is similar in size to the Park District. They are currently working on a Master Plan and their approximate cost is \$100,000.
- Updated the Park District history which will be part of the Master Plan.
- Contacted the Regional Planning Commission to see if they could help with the Master Plan. They are currently down four people and aren't trained to do this type of planning. They may be able to help with mapping. Surveying would have to be contracted out.
- In the past there was a strong coalition of Park Directors in Northwest Ohio that met regularly. There has been retirement and turnover of directors but the group has reorganized and will start meeting quarterly.
- Several reports have been sent to ODNR regarding the Teddy Bear restroom for the Nature Works grant.
- In the Park District Employee Guide there are listed employee benefits for Park District shelters, camping and swimming. Kevin asked the Commissioners to establish a benefit policy

for Park District Commissioners and Foundation Trustees. A short discussion took place. Bob Antibus made motion to amend the current policy in the Employee Guide to include Park Board of Commissioners and Foundation Trustees. Cathy Ahman seconded. The motion passed.

Vince Sarno reported the following:

- The Maintenance staff has been busy preparing Teddy Bear Park and the trails for Maple Syrup Festival.
- The Maintenance staff is working at Hermon Woodlands to remove dead ash trees and preparing the nature play area.
- The new mini-excavator has been delivered.

Richard Kimmel reported the following:

- There have been 15 reportable incidents since the first of the year.
- The rangers are working on the standard operating procedures and updating the ranger manual.
- The Ranger department is involved in a new program with Homeland Security called "Trip Wire". This program will give the rangers immediate details for terror threats in schools, etc.
- The Ranger department is looking into carrying "Narcan" in the cruisers. Narcan is a nasal spray to treat people that are on Heroin. Many law enforcement agencies are carrying this in their vehicles since heroin abuse is so widespread. Additional training would be needed to do this.

Chris Fetzer reported the following:

- The Maple Syrup Festival went well. The following are the stats for the event:
Saturday, March 5 - Attendance 200 - 20 volunteers (73 hours).
Sunday, March 6 - Attendance 437 - 21 volunteers (81 hours).
School groups - 1000 children attended - 26 volunteers
- The schedule for the summer amphitheater programs is complete.
- The Pedestrian Bike Count is scheduled for May 16 -21.

Beth Theisen reported the following:

- Beth and Daniel will be offering some adult nature study programs this spring. Daniel will be offering an 8 week webinar course through Cornell Lab of Ornithology beginning in March.

Mark Mohr reported the following:

- Mark rented a brush cutter for a week to work in the park meadows.
- The wildlife nest boxes have been checked at the parks and the Purple Martin houses have been put back up.
- Prairie seed was ordered for Motter Metro Park, Hermon Woodlands and Kendrick Woods.

Old Business

Bob Antibus made motion to approve the February Monthly Budget Update as submitted. Cathy Ahman seconded. The motion passed. Kevin noted to the Commissioners that the 1st half property tax income has not been received. Last year's levy expense will come out of the first half property tax collection.

Bob Antibus made motion to approve the Bills for February 2016 as submitted. Cathy Ahman seconded. The motion passed.

Project Reports/Updates

Kevin Haver reported the following:

Lauer Historical Farm

- Planning continues on the Lauer Farm. The next meeting is scheduled for March 24 with the engineers and The Collaborative.

Allen County Farm Park

- A pre-bid meeting was held on March 8. The bid opening is scheduled for today. There have been 12 adjudication orders for the project. The state has required a designated handicap parking stall and sign for the storage building. Each time an adjudication order is issued it has required a formal response through the paid consultant.

Hermon Woodlands Metro Park

- The Ford Work Day is scheduled for April 22.
- The dedication for the Hermon Woodlands Metro Park is scheduled for May 12 at 10 a.m. Kevin would like at least one Park Commissioner to be involved in speaking. Bob Antibus indicated that he would speak at the event.

McLean Teddy Bear Park

- The Park District has the preliminary drawings of the sanitary sewer lines for the restroom. The lines will come from State Route 81 to the restroom. This will be much closer than going from Dixie Hwy to the restroom.

New Business

Resolution 4 -2016 – The Board of Commissioners of the Johnny Appleseed Metropolitan Park District certify that the total appropriations do not exceed the official estimate of revenues available for the Johnny Appleseed Metropolitan Park District. Bob Antibus made motion to approve the resolution as presented. Cathy Ahman seconded. The motion passed. Kevin noted to the Commissioners that the Total Appropriations of Resources has to be changed due to encumbrances from the year end. This new Total Appropriation of Resources will be re-submitted to the county auditor so that they can issue a Certificate of Appropriations.

The next Board meeting is scheduled for Tuesday, April 19 at 8 a.m.

With no further business Bob Antibus made motion to adjourn at 9:00 a.m. Cathy Ahman seconded. The motion passed.

Kevin Bruin
Chairman

Kevin Haver
Director