MINUTES OF THE WARREN COUNTY BOARD OF PARK COMMISSIONERS

**Regular Monthly Meeting – September 7, 2022**

***CALL MEETING TO ORDER***

Park Commissioner, Ben Yoder called the Park Board meeting to order on September 7, 2022, at 3:02 p.m. The meeting was held in the Park Office. Park Commissioners Ben Yoder, Wendy Monroe, and Jeff Blazey, Park Director Larry Easterly and Office Manager Shannon Aquino were present as well.

# *RECOGNITION OF GUEST*

# Katie Horvath with the Warren County Prosecutor’s Office attended today’s meeting for executive session discussions. Ms. Horvath left the meeting once the Board exited executive session.

## EXECUTIVE SESSION

Mr. Yoder made a motion to enter into executive session at 3:03 pm pursuant to R.C. 121.22(G) (1) for the purposes of considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Mr. Blazey seconded the motion. By individual roll call vote, Ms. Monroe – yea, Mr. Yoder – yea, Mr. Blazey – yea. Attendees included Park Commissioners Ben Yoder, Wendy Monroe, and Jeff Blazey, Park Director Larry Easterly, Office Manager Shannon Aquino, and Katie Horvath – Warren County Prosecutor’s Office.

# Mr. Yoder made a motion to adjourn out of executive session back into the regular meeting at 3:59 pm. Ms. Monroe seconded the motion. By individual roll call vote, Ms. Monroe – yea, Mr. Yoder – yea, Mr. Blazey – yea. Regular monthly meeting resumed at 3:59 pm.

## READING AND APPROVAL OF THE MINUTES AND RESOLUTIONS

Mr. Yoder made a motion to approve the minutes from the regular monthly meeting held on August 17, 2022. Ms. Monroe seconded the motion. Motion carried with a majority voice vote – Mr. Blazey abstained.

Mr. Yoder made a motion to approve Resolution 22-05 Appropriation Modifications. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

Ms. Monroe made a motion to approve Resolution 22-06 Operating Transfer. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

## READING AND APPROVAL OF RECEIPTS AND EXPENSES

Mr. Blazey made a motion to approve the 9938 and 9944 Receipts & Expenses for the month of June 2022. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

Ms. Monroe made a motion to approve the 9938 and 9944 Receipts & Expenses for the month of July 2022. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

## UP-DATE ON PARKS/EVENTS

The Board reviewed the Finance Update provided by Ms. Aquino. The Board decided to table the discussion regarding adding an additional employee to Fund 9938 and the proposed 2% raises, with one exception. Mr. Blazey made a motion to approve a $1.00/hour increase for employee Kathy Francis, effective pay period beginning September 10, 2022. Ms. Monroe seconded the motion. Motion carried with a unanimous voice vote.

Ms. Monroe made a motion to approve an additional 200 hours to the Silverbud Solutions LLC Contract for accounting services. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

# *OLD BUSINESS*

**American Rescue Plan Act (ARPA) Funds –** no updates noted.

**Park Rules –** Ms. Monroe mentioned the draft of the park rules provided at the meeting appeared to be missing some verbiage. She is going to give the copy she has to Mr. Yoder so he can update the draft. He will have the document available for review at the next Board meeting.

**Keevercreek Retention Pond –** discussion tabled until next Board meeting.

###### *NEW BUSINESS*

**Soil and Water –** The Warren County Soil and Water Department (the department) reached out to Mr. Easterly concerning storage of their canoes and kayaks and possible relocation of their department to Armco Park. This relocation could be a benefit to the Park District as the department has helped the Park with multiple tasks in the past. The department has $1 million to invest in building a new headquarters/nature center, however, this will be a discussion for a later time. Currently, they would like to construct a 30 x 30 pole barn where the canoes, kayaks, and trailers could be stored at Armco Park. The barn would be paid for by the department but would belong to the Park District. The Board is interested in this idea and will be discussed further at the next Board meeting.

**Drake Rd. Property –** discussion tabled until next Board meeting.

**Christmas Lights at Armco –** Ms. Monroe heard on the radio that Great Parks was discontinuing their Holiday in Lights event at Sharon Woods. She contacted the company who put on the event (The Alleen Company), and she and Mr. Easterly met with the company twice to discuss the possibility of running a holiday event at Armco Park. Mr. Yoder questioned the impact this would have on the park. Mr. Easterly noted he would need a park employee to lock the gate each night after the event closed (10:00 pm). He also noted the park would be responsible for snow and ice removal. The park doesn’t have ice spreaders, but he plans to contact the Engineer’s office to see if they could salt the roads if needed. Mr. Easterly is going to follow up with the Park Director at Sharon Woods to obtain information concerning their past events and if there are any concerns we should be aware of. He is also going to reach out to Great Parks to get copies of past contracts with The Alleen Company, as well as revenue generated that was paid to Great Parks. The goal is to have a suitable contract ready for discussion/approval at the next Park Board meeting.

**Board Meeting Time –**Ms. Monroe made a motion to change the start of Park Board meetings from 3:00 pm to 2:00 pm. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

###### *ADJOURMENT*

Mr. Blazey made a motion to adjourn at 5:23 pm. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote. The next Board meeting is scheduled for Wednesday September 21, 2022 at 2:00 pm.