MINUTES OF THE WARREN COUNTY BOARD OF PARK COMMISSIONERS

**Regular Monthly Meeting – November 16, 2022**

***CALL MEETING TO ORDER***

Park Commissioner, Ben Yoder called the Park Board meeting to order on November 16, 2022, at 2:04 p.m. The meeting was held in the Park Office. Park Commissioners Wendy Monroe and Jeff Blazey, Park Director Larry Easterly and Office Manager Shannon Aquino were also present. Commissioner Yoder left the meeting at 3:47 p.m.

# *RECOGNITION OF GUEST*

# The District heard a presentation given by the Warren County Soil and Water Department – Molly Conley, Director – Sarah Mellon, Administrative Assistant – Cindy Meyer, Conservation Program Specialist, and Melissa Proffitt, Education and Communications Specialist. The goal of the project they presented was to find a place to demonstrate conservation through a partnership with the Park District – specifically Shaw Park. They discussed other collaborations within Ohio and suggestions for Shaw Park. Ms. Monroe inquired as to the state of the barn on the property and Soil and Water felt the barn was in great shape, however, would need improvements to bring up to code. They estimate the barn was built in 1930 or 1932 and owned by a female landowner – so the historical context is important. The Hutchinson family owned the property in the early 19th century, and why the creek that runs on the property is called Hutchinson Run. The District will meet with the Soil and Water Board to discuss the ideas presented and the potential partnership.

## READING AND APPROVAL OF THE MINUTES AND RESOLUTIONS

Ms. Monroe made a motion to approve the minutes from the regular monthly meeting held on November 2, 2022 and the minutes from the special meeting held on November 7, 2022. Mr. Blazey seconded the motion. Motion carried with a majority voice vote.

Mr. Yoder made a motion to approve Resolution 22-12 Approval of FY2023 Budget. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

Mr. Yoder made a motion to approve Resolution 22-13 Appropriation Modifications. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

## READING AND APPROVAL OF RECEIPTS AND EXPENSES

Ms. Monroe made a motion to approve the Receipts & Expenses for the month of October 2022. Mr. Blazey seconded the motion. Motion carried with a majority voice vote.

## DEPARTMENT UPDATES

The Board reviewed the Parks Update. Mr. Easterly pointed out the deadline to apply for the Clean Ohio Grant is August 2023.

The Board reviewed the financial documents provided – the cash basis financials YTD October and the budget balances as of November 10, 2022.

The Board reviewed the Naturalist & Marketing Report.

# *OLD BUSINESS*

**American Rescue Plan Act (ARPA) Funds –** Mr. Easterly met with the Motz Group regarding the Armco ballfield turf. Because of the delay in funding approval, the District will need to start over in the process. Mr. Easterly is waiting on a quote from the engineering firm and Motz, which he expects to have within two weeks. Motz wanted to start the project October 2023, but softball season is still going at that time. Mr. Easterly stated it may be a possibility to start with just two fields and then once the season is over in November 2023, continue with the remaining two fields. It is estimated to be a five-month project. With regards to the Landen Deerfield Pond project, Mr. Easterly noted we are starting over with that project as well (because of delays in funding).

**Hisey Restrooms –** Mr. Easterly has had a difficult time getting Rumpke to return his phone calls regarding the costs of toilet rentals – he will keep trying.

**Strategic Planning –** Mr. Yoder would like to move ahead with getting the CEO/Executive Director job description posted, however, Mr. Blazey would first like for the District to work with an outside consulting firm to come up with the District’s new master plan (current plan expires this year). He expects the new master plan would point out the need for a CEO but would like to hold off until that recommendation has been made. Ms. Monroe feels the District needs a visionary to help with the master plan and why hiring a CEO could be very beneficial. She also pointed out our current plan specifically states how understaffed the District is so waiting for a second opinion to say the same doesn’t provide new information. It was decided the District would move forward with posting the job description in tandem with contacting the consultants Mr. Blazey recommended.

###### *NEW BUSINESS*

**Approval of Purchases in Excess of $10,000 –** Ms. Monroe made a motion to approve the purchase of ballfield dirt for up to $35,000. Mr. Blazey seconded the motion. Motion carried with a majority voice vote.

###### *ADJOURMENT*

Ms. Monroe made a motion to adjourn at 4:11 p.m. Mr. Blazey seconded the motion. Motion carried with a majority voice vote. The next Board meeting is scheduled for Wednesday December 7, 2022 at 2:00 pm.