MINUTES OF THE WARREN COUNTY BOARD OF PARK COMMISSIONERS

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

***CALL MEETING TO ORDER***

Park Commissioner Ben Yoder called the Park Board meeting to order on December 7, 2022, at 2:00 pm. 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.

# *RECOGNITION OF GUEST*

Joe Trania with ParkRun attended today’s meeting to give an update to the Board. He noted he was still working on the 5K route, as safety is the number one priority. He believes our first 5K is 6-10 weeks out. He brought up using part of the golf course – specifically the front nine, however, Mr. Easterly did not agree that was a good idea – he did not want the course to get damaged. Mr. Easterly mentioned the trail in the woods being a potential option as well as the northside of the park. He noted he would take a closer look at the options and report back to Mr. Trania. Once a potential course is set, Mr. Trania will take a video of the intended course and submit to corporate for final approval.

## READING AND APPROVAL OF THE MINUTES AND RESOLUTIONS

Mr. Yoder made a motion to approve the minutes from the regular monthly meeting held on November 16, 2022. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

Mr. Yoder made a motion to approve the minutes from the special meeting held on November 28, 2022. Ms. Monroe seconded the motion. Motion carried with a unanimous voice vote.

Mr. Yoder made a motion to approve Resolution 22-14 Appropriation Modifications. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

# *OLD BUSINESS*

**American Rescue Plan Act (ARPA) Funds –** Mr. Easterly discussed the engineering quote that was received for the Armco Ballfield project.

**Drake Rd Property** – Mr. Easterly met with the Lutmers and the Ohio Dept of Natural Resources concerning the wetland and retention pond options. The Warren County Soil and Water Dept found a grant that would pay for 100% of the wetland and they are going to apply for it. The Lutmers are estimating selling the property for $35,000 – $38,000 per acre – 70 acres total. There is an additional 12.3 acres and this property includes a brick ranch house and workshop. The Warren County Soil and Water Dept has requested the park district obtain a full appraisal on the two properties.

###### *NEW BUSINESS*

**Approval of Purchases in Excess of $10,000 –** Ms. Monroe made a motion to approve the engineering services contract (ARPA Armco Ballfields project) with the Kleingers Group for $49,210. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote. Mr. Yoder made a motion to approve shelter repairs to 9938 parks not to exceed $45,000, a toro mower not to exceed $30,000, a toro sidewinder mower not to exceed $20,000, a toro sprayer not to exceed $25,000, and a land pride finish mower not to exceed $17,000. Mr. Blazey seconded the motion. Motion carried with a unanimous voice vote.

# *EXECUTIVE SESSION*

Mr. Yoder made a motion to enter into executive session at 3:09 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, and Office Manager Shannon Aquino.

# Ms. Monroe made a motion to adjourn out of executive session back into the regular meeting at 4:30 pm. Mr. Yoder seconded the motion. By individual roll call vote, Ms. Monroe – yea, Mr. Yoder – yea, Mr. Blazey – yea. Regular monthly meeting resumed at 4:30 pm.

Ms. Monroe made a motion to post the CEO job position with a starting annual salary of $90,000. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

Ms. Monroe made a motion to approve a 3% raise for all permanent employees except Larry Easterly and Ray Dratt. Mr. Easterly’s raise will be re-assessed at a later time and Mr. Dratt is being promoted to Armco Park Maintenance Supervisor and his new rate will be $24/hour. Raises will be effective January 1, 2023. Mr. Yoder seconded the motion. Motion carried with a unanimous voice vote.

Mr. Blazey brought up a concern regarding a vulnerability in staffing, specifically regarding the absence of a current employee who could take over the Park Director’s duties if needed.

###### *ADJOURMENT*

Mr. Yoder made a motion to adjourn at 4:34 pm. Ms. Monroe seconded the motion. Motion carried with a unanimous voice vote. The next Board meeting is scheduled for Wednesday December 21, 2022 at 2:00 pm.