

ASHTABULA COUNTY METROPARKS
91 N Chestnut Street, Jefferson, OH 44047

BOARD MEETING MINUTES

Tuesday, April 9th, 2019

The regular monthly meeting of the Ashtabula County Metroparks Board of Commissioners was held at the Board Office meeting room at 91 N. Chestnut Street in Jefferson, Ohio and called to order at 6:30 pm by Robert Best, President. Board Members attending and completing a quorum were: Robert Best, President; Marie Lane, Vice President; Charles Kohli, Holly Mayernick; and Paul Carpenter; Board Members. Staff in attendance: Larry Frimerman, Executive Director; Pam Blough, Board Clerk; and Brett Bellas, Operations Manager. Legal Counsel for the Board: Mike Hamper. Guests: JP Ducro IV, County Commissioner.

Business at Hand:

1. Agenda was reviewed; moved to approve by Mayernick with adjustments as such: adding an Executive Session to discuss personnel; adding approval for Foundation to release funds from Greenway Maintenance for purchase of the trail maintenance vehicle. Second by Kohli. President approves the change. All in favor. Motion carried.
2. The March 13th, 2019 regular meeting minutes were reviewed. Motion to approve minutes by Mayernick, second by Lane. Kohli abstained, Remainder of board members approved, constituting a quorum. Motion carried.
3. The March 21st 2019 special meeting minutes were reviewed. Motion to approve minutes by Kohli, second by Carpenter. Lane abstained, Remainder of board members approved, constituting a quorum. Motion carried.
4. The April 5th, 2019 special meeting minutes were reviewed. Motion to approve minutes by Mayernick, second by Kohli. Lane abstained, Remainder of board members approved, constituting a quorum. Motion carried.
5. Expense worksheet for April reviewed. Motion to accept by Kohli, second by Carpenter. All in favor. Motion carried.
6. The March Financials were reviewed. Motion by Kohli to acknowledge. Second by Carpenter. All in favor. Motion carried.

Audience Participation is limited to three minutes each and the Board thanks them for their input:

None

Director's Report/Old Business:

- Ranger Program: mobile terminal Leads cost will be \$60 per month.
- Red Brook Fire at Martinis: All insurance companies have agreed on terms. Will need an estimate to repair gutters and tuck point the building.
- Need to apply for Lake Erie Restoration Grant for Red Brook –Motion to apply by Kohli, second by Lane. All in favor.
- Master Plan update: Next steps are to set up times and venues for facilitated meetings to engage the public and other interest groups.
- Estimated closing date for the WRRSP properties in Conneaut is in about three months (July/August). We may have to front the money with a loan in order to close the properties in a timely fashion.
- Roaming Shores Parking lot will need to be re bid.

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- Harpersfield lamprey barrier project is on hold for spawning season. Will resume afterwards.
- CDC Press Release and Photo Op at Lampson Reservoir. Set for some time in May, preferably a weekday. Frimerman will send around a calendar.
- Morrison Foundation will need to be acknowledged again for their contributions to the Metroparks; specifically the WRG Maintenance Building.

New Business:

1. Motion by Kohli to approve the cleaning bid submitted by BullCo for three park restrooms in the amount of \$14,440 for the 2019 season. Second by Mayernick. All in favor. Motion carried.
2. Motion by Mayernick approving the Andover Bank Easement for the North Shore Trail design as presented, with the understanding the Metroparks should incur no further costs, however if so, not to exceed \$250. Second by Kohli. All approved. So passed.
3. Motion by Mayernick approving the Huffman Easement for the Rock Creek bypass project as presented; not to exceed \$1,000. Second by Kohli. All in favor. Motion carried.
4. Motion by Kohli approving the Liability Insurance contract with the Ohio Plan in the amount of \$22,053. Second by Lane. All in favor. Motion passed.
5. Motion by Lane to approve signing the one year lease with the County for the office rental at 91 N Chestnut St in the amount of \$11,040 beginning May, 1st 2019, ending April 30, 2020 pending language approval by Mike Hamper. Second by Mayernick. All in favor. Motion approved.
6. Motion by Kohli to approved expenditure from the Foundation line item Greenway Maintenance in the amount of \$2500, matched with \$2,000 from the parks equipment appropriations, \$3,000 from the Grand River Trailriders, and further funded by the UHS Foundation in the amount of \$6500 to acquire a maintenance vehicle for the Greenway. Amend or transfer appropriations from services or grants to equipment if needed. Second by Carpenter. All in favor. Motion approved.
7. Mr. Best moved to go into executive session to discuss personnel at 7:38pm. Second by Kohli. Call of the roll: Best, aye; Carpenter, aye; Kohli, aye; Lane, aye; Mayernick, aye. By unanimous vote of quorum present. So called.
8. Out of executive session at 8:15pm. Motion by Kohli to be back in regular session at 8:15pm. Second by Lane. All in favor.
9. Lane moves to approve the purchase of the boardwalk for Harpersfield for the NatureWorks grant project from Modular Trail Structures being the best and lowest bid in the amount of \$40,000. In addition; approving labor for the installation-cost not to exceed \$5,000. Second by Kohli. All in favor. Motion approved and passed.
10. Mr. Best appointed Holly Mayernick to do a Human Resource needs assessment of all employees.

Adjourn: There being no further business; Mr. Kohli moved the meeting be adjourned at 8:35pm. Mr. Carpenter seconded the motion. All in favor. Meeting Adjourned.

Next Board Meetings: May 8th, 2019 6:30pm

Minutes to be approved: May 2019

Robert Best, Board President (or representative)

Pam Blough, Clerk