

**ASHTABULA COUNTY METROPARKS**  
91 N Chestnut St, Jefferson, OH 44047

**BOARD MEETING MINUTES**

Wednesday, July 10th, 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 6:42 pm by Robert Best, President. Board Members attending and completing a quorum were: Robert Best, President; Marie Lane, Vice President; Holly Mayernick; Member. Charles Kohli and Paul Carpenter; Board Members, were on excused absence. Staff in attendance: Larry Frimerman, Executive Director; Pam Blough, Board Clerk; and Brett Bellas, Operations Manager. Legal Counsel for the Board: Mike Hamper. Guests: Shari Bailey, Gary Hines.

**Business at Hand:**

1. Agenda was reviewed; moved to approve by Lane, second by Mayernick. All in favor. Motion carried.
2. The June 12<sup>th</sup>, 2019 regular meeting minutes were reviewed. Motion to approve minutes by Lane, second by Mayernick. All in favor, motion carried.
3. Expense worksheet for July reviewed. Motion to approve by Lane, second by Mayernick. All in favor. Motion carried.
4. The June Financials were reviewed. Motion by Lane to acknowledge. Second by Mayernick. All in favor. Motion carried.

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

Volunteer Program Committee Chair spoke to the Board about ideas regarding holding a Music in the Park at Red Brook Metropark. Nothing too loud; perhaps a folk singer? Weekends preferred, Friday or Saturday evening preferred. Board gave approval to the committee to pursue setting a date, time and performer(s).

Volunteer People for Parks Chair Gary Hines gave a Pac update. Tickets for Megabucks in the Park will be available in a couple of weeks. The next Get to Know your Parks Open House will be held July 20<sup>th</sup> from 11am to 2pm at Eyring Wetlands Preserve Metropark.

**Director's Report:**

- Review held with the Board and handout of progress report of 2019 Work/Plan Projects.
- Mr. Best suggested temporary service poles for some of the parks that do not have electricity installed. Mr. Bellas will check costs and feasibility.

**Old Business:**

1. Director requested a reaffirmation of Expenditure from the General Fund, Grant Allocations in the amount of \$40,000.00 to complete the purchase of the WRRSP Kaval Property. So moved to accept by Mayernick, second by Lane. All in favor. Motion carried.
2. Pam Blough has been certified for ODOT Local Let Projects for the Ashtabula Metroparks.

3. The Director requested a speaker's bureau be formed for Marketing and Outreach; suggests the Board members sign up to speak at various functions and user groups throughout the County in support of the Parks.
4. Security cameras for the parks have been ordered.

**New Business:**

1. Prescriptions for Parks kickoff will be held on Thursday July 11, 2019 8:45am at the Geneva UH Med Center on Main St. in Geneva. Meet in the Lobby. Ashtabula Metroparks and University Hospitals are teaming up to get people active and out into the parks by "prescribing" activities to do in the parks.
2. Motion by Mayernick accepting quote for ordering a boardwalk at Indian Mound Metropark with Modular Trail Structures in the amount up to \$19,000.00. Second by Lane. All in favor. Motion carried.
3. Motion by Lane approving the bid proposal Harpersfield Walking Trail and Boardwalk by contractor TLC, being the lowest and best bid in the amount of \$49,975.13. Second by Mayernick. All in favor. Motion passed.
4. Motion by Mayernick to approve up to \$3175.00 to install gutters at Red Brook Metropark on Martini's building based on the lowest quote provided by G & R Seamless Gutters. Second by Lane. All in favor: Lane, Mayernick; Nay vote: Best. Motion passed by majority of quorum present.
5. Fencing quotes for the Rock Creek Bypass project on the Greenway were reviewed. No official decisions were discussed at this time until more information becomes available.
6. Motion by Lane to accept the contract amendment as presented for the North Shore Trail Project by Environmental Design Group, said amendment is an increase of general fund expenditure in the amount of \$3,105.00 to cover the additional topography survey needed near Smith Field. Second by Mayernick. All in favor. Motion passed.
7. Motion by Lane to approve the draft of the Budget Commission Report to be submitted to the Auditor's office by July 22<sup>nd</sup> for the remainder of 2019 and for the year 2020. Estimates include a carryover of \$276,469 from 2019 to 2020 and an unencumbered balance of \$174,548 at the end of 2020. Second by Mayernick. All in favor. Motion carried.
8. Motion by Mayernick to accept the recommendation to recertify Funds to accommodate the upcoming WRRSP Grant monies to be received totaling \$930,000. Fund 9402 will receive a reimbursement in the amount of \$166,000 for the Gateway property that was purchased in May. The remainder of the Funds will go into the Restricted Grant Fund 9404 as Revenue and Expenditures; appropriations will be set in contract services for the same amount in order to complete the purchase of the Kaval, Ring, and Gateway 30 and Bennet properties. Pending confirmation approval by OEPA and actual receipt of said monies. Second by Lane. All in favor. Motion passed.
9. Motion by Mayernick to increase General Fund expense line item Contract Services by \$200,000 pending receipt of WRRSP reimbursement funds. Second by Lane. All in favor.
10. Mayernick motioned to take the approval of the Jones Grant Agreement off the table; pending legal approval. To be placed on the next meeting's agenda. Second by Lane. All in favor.
11. Motion by Lane to approve a purchase order to the Board of Elections in the amount up to \$30,000 for the November ballot costs when WRRSP monies arrive. Second by Mayernick. All in favor. Motion carried.

12. Motion by Mayernick for approval of Grant Match in the amount of \$272,283 for the Clean Ohio Restoration Grant at Red Brook Metropark, and to increase appropriations in line item 650 Grants/Allocations to accommodate. Second by Lane. All in favor. Motion carried.
13. Motion for approval of Grant Match appropriations in the amount of \$35,500 for CMAG Turkey Creek Grant by Mayernick, pending receipt of WRRSP reimbursement funds. Second by Lane. All in favor. Motion carried.
14. Approval of Ashtabula County Engineer's Change Order Policy for the Roaming Shores parking lot project only: so moved to accept by Mayernick, second by Lane. All in favor. So approved.
15. Director requested an approval to submit a 2019/2020 grant application for WRRSP for site restoration of the Kaval and Ring properties, up to \$250,000. So moved to accept by Mayernick, second by Lane. All in favor. Approved.
16. The Board approved the renewal of the current Hunting Policy, with a few minor changes to the application process. It will not be by lottery, but by first-come first served basis. All reference to lottery will be removed. So motioned to adopt as amended by Lane, second by Mayernick. All in favor. Motion carried.
17. Moved by Mayernick to go into executive session at 8:50pm, to discuss litigation of personnel Inviting Mike Hamper. Second by Lane. Call of the roll: Best: aye; Lane, aye; Mayernick, aye. All in favor by call of the roll.
18. Back into regular session at 9:35pm so moved by Mayernick, second by Lane. All in favor.
19. Lane made a motion to reject the Satterwhite settlement offer. Mayernick seconded. All in favor. Approved.

Adjourn: There being no further business; Lane moved the meeting be adjourned at 9:40pm. Mayernick seconded the motion. All in favor. Meeting Adjourned.

**Next Board Meetings:** August 14<sup>th</sup>, 2019 6:30pm  
September 11<sup>th</sup> 2019

Minutes to be approved: August 2019

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Robert Best, Board President (or representative)

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Pam Blough, Clerk