

**MINUTES OF THE JOHNNY APPLESEED METROPOLITAN PARK DISTRICT
BOARD OF COMMISSIONERS MONTHLY MEETING**

**8:00 a.m.
November 17, 2015**

**2355 Ada Road
Lima, OH 45801**

MINUTES

The meeting was called to order at 8:00 a.m. by Chairman, Cathy Ahman. Present was Commissioner, Bob Antibus, Kevin Bruin; Staff, Tyler Black, Chris Fetzer, Mark Mohr, Bob O'Connor, Vince Sarno, Anne Smedley and Beth Theisen; Director, Kevin Haver and Recording Secretary, Denise Graham.

Bob Antibus made motion to approve the minutes for the October 19, 2015 meeting as submitted. Kevin Bruin seconded. The motion passed.

Kevin Bruin and Bob Antibus commented on how impressed they were with the Hermon Woodlands Park at the dedication on October 24th.

Kevin Haver reported the following:

- The interview process is complete for the positions in the ranger department. One position has been filled and meetings are scheduled for this afternoon with two candidates to fill the other two positions. The new rangers will start work after the first of the year.
- Lighthouse Counsel's surveys for the Park District Foundation have been emailed and/or mailed to Friends of the Park members. A lengthy conference call took place on November 13 between Kevin, Rich, Denise & Jeff Jowdy regarding some issues and correspondence back from the survey. Another conference call was held on Monday, November 16. Lighthouse Counsel's draft report is expected to be received on December 5. The Commissioners will be contacted very soon by Lighthouse Counsel for a phone interview. The whole process has taken a considerable amount of time.
- The 2016 budget will be completed soon and will need to be approved at the next Board meeting. Next year's budget is much more complex than in the past due to the additional levy that was passed and with new projects that will begin and others that will be completed
- Kevin will be having individual staff meetings with employees within the next month.
- There has been quite a bit of activity with the Cooperative Park Improvement Grant Program.
- Last year the Park District office was closed between Christmas and New Year's. Kevin would like to do this again for this year since it is a much slower time and staff uses their vacation time. Kevin Bruin made a motion to close the office between Christmas and New Year's. Bob Antibus seconded. The motion passed.
- A mutual aid agreement was given to the Park District for approval. Kevin gave a copy to Dale Vandemark to review.

Bob O'Connor reported the following:

- Attended the final pre-trial on October 30 for Craig Brown and Gerald Krontz. Both subjects pleaded guilty to their charges and received one year probation. While on probation they must stay out of all Johnny Appleseed Parks and if violated they could spend up to 60 days in jail.
- Interviews were conducted October 26 – 29 for the Chief Ranger and Ranger positions.

- The Wounded Warrior hunting program took place November 6-8. Over 40 disabled veterans came out to hunt with along with 60 volunteers that helped with the activities. Several areas were hunted throughout the county and 25 deer were taken.
- A meeting is scheduled today with Ben Karis of Digital Cops to discuss cameras and monitoring at Hermon Woodlands. The estimate is \$14,000-\$15,000 for 8 cameras, DVR and monitor. Two cameras will be on the windmill tower and will be remote controlled.

Vince Sarno reported the following:

- The water has been shut off at the parks.
- Repaired water line leak to the Clivus restroom at Ottawa Metro Park. New concrete sidewalks were installed after the water line was repaired.
- Trail drainage/culvert/bridges on the trails were replaced at Kendrick Woods.

Mark Mohr reported the following:

- Continuing work on land stewardship in the parks. Mark & Anne attended the Ecological Restoration Conference at Five Rivers Metro Park. Working on mapping the parks on Google Earth Pro to outline problem areas.

Kevin introduced Anne Smedley and Tyler Black to the Commissioners. Anne is working seasonally with Mark to do land stewardship. Tyler has been hired full time in the maintenance department.

Chris Fetzer reported the following:

- The Thanksgiving dinners at the cabin will be held Friday & Saturday, November 20th & 21st.
- The Christmas dinners at the cabin will be a special invite to some of the Friends of the Parks members.
- The Christmas Tree Festival will be held at the Allen County Museum on December 2 – 6.

Beth Theisen reported the following:

- October has been a busy month. The Walking Thru Autumn hiking series is completed with an average of 62 people per hike. 50 people attended 6 out of 8 hikes to receive the medallion.
- Project Feeder Watch will begin on November 17.

Dale Vandemark reviewed the Mutual Aid Agreement that was presented to him.

Kevin Bruin made motion to accept the Mutual Aid Agreement. Bob Antibus seconded. The motion passed.

Old Business

- Kevin Bruin made motion to approve the October 2015 Monthly Budget Update. A discussion took place. The capital outlay line item needs to be amended. Bob Antibus seconded. The motion passed with the amendments.
- Kevin Bruin made motion to approve the October 2015 Bills. Bob Antibus seconded.

Kevin Haver reported the following:

- On October 30, Kevin met with Jim Snyder of Trail Works to discuss the rail trail project on the Spencerville Elgin Railroad. Jim Snyder retired from Greene County Park District and worked under Ed Dretzler (AKA Father of Trails). After retirement Jim started his own trail design company. Kevin would like to schedule another meeting with Jim to include Regional Planning, Allen Economic Development Group and the Chamber of Commerce. Jim just finished up a rail trail project from Bellefontaine to Urbana that was owned by the Port

Authority which is very similar to what the Spencerville Elgin Rail Trail project would be. His fees are 3-5% of the project which includes writing the grants for the project. The rail in Allen County is owned by the Port Authority and it would be a long term lease instead of ownership which would be better for liability reasons. The ballasts and bridge infrastructures are still there and the project could be done in 3-4 years.

Kevin thanked the entire staff for attending the Hermon Woodland Dedication.

Vince Sarno reported the following:

- The trail work at Hermon Woodlands is going well and all three bridges are up. The concrete work needs still needs to be completed. The masons are currently putting the stone on the outside of the shelters.

New Business

Kevin Haver reported the following:

- The Bluffton pathway meeting with Dick Ramseyer is scheduled for December 3. Kevin can't meet on that day and would like to change it to the Thursday January 7th at Noon in Bluffton. The group is very interested in continuing the pathway on the edge of Motter Metro Park.
- Kevin asked the Commissioners if they had a preference on when to have the December Board meeting. It was decided to meet on Thursday, December 17 at 11 a.m. with a Christmas lunch following the meeting.
- The Park District was awarded a NatureWorks grant of \$78,854 for a new restroom at McLean Teddy Bear Park. The grant is 75% matching. New water and sewer lines will need to be installed. The grant doesn't include demolition of the existing restroom.
- On December 9 a retirement party open house will be held for Bob O'Connor from 4 p.m. to 7 p.m. at the McElroy Center.

The next Board meeting is scheduled for Thursday, December 17 at 11 a.m.

With no further business, Kevin Bruin made a motion to adjourn at 8:55 a.m. Bob Antibus seconded. The motion passed.

Cathy Ahman
Chairman

Kevin L. Haver
Director-Secretary