

**Stark County Park District Park Board – Regular Meeting Minutes**  
**Exploration Gateway Rooms A & B (Lower Level)**  
**Tuesday, August 4, 2020**  
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**(AGENDA ITEM: 3)**

- 1. CALL TO ORDER** – The regular meeting of the Stark County Park Commission was called to order by Andy Hayden at 5:32 p.m.

**A. Roll Call of Members:**

MEMBERS PRESENT:

Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

STAFF PRESENT:

Robert A. Fonte, Park Director/Secretary to the Board  
Corianne Kocarek, Executive Assistant/Clerk to the Board  
Barb Wells, Financial Manager  
Sarah Buell, Projects and Administration Manager  
Justin Laps, Chief of Public Safety

GUESTS PRESENT:

Irene and Jim Shaw  
Andrew Smith  
Julia Smith  
Addison Smith  
Paula Collins

**B. Adoption of Agenda**

P. Quick MOVED to adopt the agenda, which was SECONDED by R. Dublikar

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**C. Oath of Office: Ranger Andrew Smith**

**DISCUSSION:**

A. Smith was born in Charleston, West Virginia and moved to Uniontown when he was 7. Smith is a graduate of Lake High School. He served 4 years in the United State Marine Corps. then attended the Kent State Police Academy. He stated he loves the parks especially Quail Hollow Park in Hartville

**2. PUBLIC COMMENT**

None

**3. STAFF PRESENTATION: Sarah Buell, Projects & Administration Manager**

S. Buell provided an update to the Park Board from the Projects and Administration Department. The department has weathered so many changes with two levies and then the COVID pandemic, it has been a very interesting year for those of us who are in planning and have to think months and years out.

**Reference 61**

- Administration & Projects Team – Information Technology, Marketing, Grants and Projects. She expressed how proud of her team she is for all of the planning, re-planning, patience and diligence they have shown with all of their efforts to keep the parks moving forward
- Planning and Project Overview – We received a lot of comments and questions this year about our project process so she wanted to share the methods:
  1. Overall Projects are identified in a few different ways
    - a. The project already exists on the Trail and Greenway Master Plan (TGMP) based on public input
    - b. A community will reach out to us with a potential trail or park project or a property becomes available that is on our TGMP connecting a park or extending a trail
    - c. We discuss the project with potential partners and stakeholders
  2. Identify Funding Source – if there is a viable project that is supported by the community and a funding source can be determined
    - a. Apply for funding and formalize partnership roles/contributions
  3. Follow Through on Due Diligence – the funding source typically dictates what due diligence will be required in the form of public meetings, environmental reviews, pre-funding appraisals, cultural reviews etc.
    - a. If awarded, we bring the grant agreement to the Park Board to be approved, this is also approved by Park Legal Counsel before it is signed and any funds required to be allocated are put in place
    - b. Follow the process dictated in that agreement be it planning, public meetings, purchasing land, acquire easements and build trail, or follow through with habitat restoration. Our department will handle the acquisitions, contracted construction and any projects that require to be publically advertised or bid. We will work with our Operations department to hand off internal construction projects or our Natural Resources department for land restoration
- Buell shared examples of recent projects:
  - Nimisilla Creek Preserve, also referred to as the Donzelli property, located just northeast of Lake Lucerne Feeder Canal. It is a 184-acre property which includes a very high quality wetland system The process is outlined as:
    1. Stark Parks was alerted to the sale of the property by the community. The property was adjacent to our trail system, connected to land already preserved by Summit County Metro Parks and with that property would create 346 acres of category 3 wetlands and preserve habitat for the federally threatened spotted turtle. It had very little buildable acreage that would be valuable for development. As the headwaters to the Tuscarawas River, the impact of the water quality management for this site is highly important
    2. Stark Parks met with the Summit County Metro Parks to determine their goals with the project, Dominion Energy who has storage wells on the property and secured letters of support from Lawrence Township, Summit and Stark County Commissioners to proceed with the project
    3. Stark Parks was awarded \$2.6 million from Water Resource Restoration Sponsor Program (WRRSP) and The Conservation Fund (TCF) for acquisition and restoration. There was no Stark Parks cash involved in the project
    4. Stark Parks closed on the property at the end of December 2019. The dilapidated structures were demolished and the project has been passed to our Natural Resources Department for reforestation of the farmed areas. The Park District has roughly \$400,000 from the grant for the restoration work
  - Fry Family Park Project Process:
    1. The Master Plan for the Fry Property was completed in 2011 and was widely supported by the public, Villages of East Sparta and Magnolia, area historical societies, Sandy Valley Schools, Pike Township and others

2. The third phase of the acquisition was completed in 2012. The Carnes property on the corner of State Route 800 and Farber Road closed in 2013. A NatureWorks grant paid for the construction of the park shelter in 2015. A grant from the Stark Community Foundations funded the Visitor Center Renovation and site work in late 2015. The driveways were designed in 2016. The sanitary system was also designed in 2016 and needed to be completed before the other construction could proceed. The shelter was completed in 2018. The Visitor Center and site work was completed in 2019. The water well was the final project and was approved and connected in 2020 allowing the Park District to finalize the occupancy permits for the Visitor Center and shelter.
- Tam O'Shanter Park Project: while a very long time in the works, once the project got started, things have moved relatively quickly. A year ago, the Park District was asking the Park Board for approval of the Master Plan.
    1. Temporary trail routes were developed and opened to the public immediately and those have been very popular
    2. Installed directional and interpretive signs along trail routes to educate the public
    3. Began the first phase of habitat restoration – tree planting
    4. Next steps are to work on the next phase of planning: analysis of the buildings and their purposes, final design of the driveways and parking lots and locating the utilities. This will all be coordinated with Jackson Township (for landscaping and pedestrian paths) and their plans and determination for any potential active recreation opportunities as well as with ABC Development
      - ABC Development Timeline – the Gables of Jackson should begin construction this fall, Phase I of the Independent Living will begin this fall
  - Jackson Connector Trail – Fulton Road Tunnel – the Park District applied for Transportation Alternative (TA) Funding through Stark County Area Transportation Study (SCATS) and the project was selected and slated for construction in 2022
    1. The first step was to get commitment to split the costs with Jackson Township and Jackson Local Schools
    2. The design was advertised earlier this year and ms Consultants was chosen. The total engineering costs is \$199,942 and was split three ways by the partners
    3. The Park District will follow the Ohio Department of Transportation's (ODOT) process which will include a survey and environmental, appraisals and a public information process
    4. Planning for a January 1, 2022 sale date with a May 1, 2022 construction start date
  - Iron Horse Trail Phase III – the last connection to create a continuous trail from Deer Creek reservoir via the Mahoning Valley Trail, through the City of Alliance and Mount Union Campus to the existing Iron Horse Trail that runs south to Cenfield Street in Washington Township
    1. The Park District generally knew the trail route for this section since most of the right-of-way was owned by our partners. We started with a public comment period by doing a survey and posted informational fliers at the Rodman Library which is along the route. We received overwhelming support for the project.
    2. With the survey results along with letters of support from all of our partners and the impacted property owners, we applied for funding through Clean Ohio Trail Fund (COTF) and received a grant for \$417,000
    3. The partnerships with the City of Alliance and University of Mount Union were formalized via an inter-agency agreement and divvied up the work between the Park District and the City of Alliance
    4. A clean-up was held last fall to clear the way for our construction crews
    5. Construction began late last fall and continues today
    6. The Park District received an extension from COFT through January 31, 2021 to complete the work, but we hope to be done late this fall

- In closing, Stark Parks received an award from the National Association for County Parks and Recreation Officials (NACPRO) for the Mindfulness Walk at Petros Lake Park

**DISCUSSION:**

A. Hayden asked if there were currently staff at the Fry Family Park

S. Buell answered that staff met last week and there is a resolution to put at least one staff member and furnish the Visitor Center

R. Fonte stated that we just began shelter rentals and the tentative plans are to open the buildings by mid-October, but this could end up being Spring 2021 depending on how COVID-19 plays out

S. Buell added that the restrooms in the shelter are open

J. Laps stated the restrooms are on automatic locks and open and close with the Park and Ranger staff check them each night

#### **4. APPROVAL OF MINUTES:**

**WHEREAS**, minutes from the July 1, 2020 Regular Park Board meeting have been submitted for review.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to approve the minutes from the July 1, 2020 Regular Park Board meeting as submitted.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

None

MOTION CARRIED to approve the minutes on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

#### **5. FINANCIAL REPORTS**

**WHEREAS**, the monthly Financial Report and Summary Financial Report for the period ending June 30, 2020 have been submitted to the Board for review.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to approve and accept for audit the Financial Report and Summary Financial Report for the period ending June 30, 2020 as submitted.

P. Quick MOVED to adopt this resolution, which was SECONDED by B. Bryan

**DISCUSSION:**

R. Fonte stated he wanted to highlight the Grant Status Report: there are over \$8 million dollars in grants awarded; \$1.3 million dollars of in-kind; partner contributions of \$249,000 for a total of \$9.6 million in capital projects made possible with only \$10,719 in cash by Stark Parks.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

#### **6. APPROVAL OF PAYROLLS AND BILLS**

**WHEREAS**, copies of payroll and bills for the month of June 2020 were submitted for the Board's review in accordance with Resolution #98-133.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to approve and accept for audit the payroll and bills for June 30, 2020 as submitted.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

A. Hayden asked about the details for line 254

B. Wells answered that the Ohio Department of Transportation (ODOT) submitted the bill to the Park District two years after the project had been completed. The bill was paid to the Treasurer for ODOT

B. Bryan inquired about line 30 to Black McCuskey

B. Wells answered it was for legal services with regards to personnel

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

## 7. OLD BUSINESS

### A. Informational: Upcoming Events

#### DISCUSSION:

A. Hayden wanted to confirm that the Friends of Stark Parks meeting was online. He has a conflict

B. Bryan volunteered to attend in A. Hayden's place

## 8. NEW BUSINESS

### A. RESOLUTION: #20-08-047: Tuscarawas Headwaters Donation Agreement with Stream + Wetlands Foundation

**WHEREAS**, the Stark County Park District (Stark Parks), owns and maintains land designated for fish and wildlife management, restoration and preservation of ecological value and related recreation within the State of Ohio and is committed to the conservation and enhancement of wildlife habitat and natural resources, including wetlands; and

**WHEREAS**, functioning wetland ecosystems are recognized as valuable natural resources within the State of Ohio which provide for conservation and enhancement of wildlife habitat and natural resources; and

**WHEREAS**, the Stream + Wetlands Foundation (S+W) owns approximately Forty Three and Seven Tenths (43.7±) acres of contiguous property, Stark County Auditor parcel numbers 1905675, 2313574, and 10010268, in Lake Township and the Village of Hartville in Stark County (Tuscarawas Headwaters Site); and

**WHEREAS**, S+W intends to establish the Tuscarawas Headwaters Site as an "in-lieu fee wetland mitigation site" in accordance with the Federal rule for "Compensatory Mitigation for Losses of Aquatic Resources" as issued in the Federal Register on April 10, 2008; and

**WHEREAS**, S+W will provide for the enhancement and/or restoration of wetlands at the Tuscarawas Headwaters Site and these wetlands will be considered by the U.S. Army Corps of Engineers (Corps) and/or the Ohio Environmental Protection Agency (Ohio EPA) in connection with mitigation requirements of Sections 404 and 401 of the federal Clean Water Act permit process and Ohio EPA's isolated wetland permit process pursuant to Chapter 6111 of the Ohio Revised Code; and

**WHEREAS**, upon successful completion of the Tuscarawas Headwaters Site mitigation plan, S+W will donate the Tuscarawas Headwaters Site to Stark Parks and Stark Parks agrees to accept title to and stewardship of the Tuscarawas Headwaters Site, and;

**WHEREAS**, after accepting title to the property, the Stark Community Foundation fund will receive Three Thousand Dollars (\$3,000.00) per mitigation credit, as credits are approved for sale, with Thirty-Four (34) credits being available for sale for a total compensation of up to One Hundred Two Thousand Dollars (\$102,000.00) for the perpetual maintenance of the property.

**NOW THEREFORE BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to enter into the Tuscarawas Headwaters Donation Agreement with S+W.

P. Quick MOVED to adopt this resolution, which was SECONDED by R. Dublikar

#### DISCUSSION:

R. Fonte stated this property is in the Hartville area. While there is not a firm route in the area, it can be incorporated in the future based on the Quail Hollow Master Plan.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

## **B. RESOLUTION: #20-08-048: Invasive/Noxious Species Policy**

**WHEREAS**, it was determined by the Park Director that an Invasive/Noxious Species Policy be created; and

**WHEREAS**, the Invasive/Noxious Species Policy was presented to the Park Board at the July Board meeting held on July 1, 2020; and

**WHEREAS**, the policy is attached as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the Invasive/Noxious Species Policy as attached in Exhibit A.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

### **DISCUSSION:**

R. Fonte stated that the Park District had agreed to formalize the policy after the discussion of the Memorandum of Understanding (MOU) with the Agricultural Community. The MOU was rejected by the Farm Bureau, but the Park District still wanted to have the policy in place

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

### **Exhibit A**

## **Invasive/Noxious Species Policy**

Invasive species are becoming more common in our local ecosystems. These non-native or exotic plants invade natural areas, degrading critical habitat that provide food sources and nesting areas for wildlife such as birds, mammals, and insects. There are over 700 non-native plant species found in the wild in Ohio but less than 100 of these plants invade causing the severe effects on our native ecosystems. Another type of plant species encountered are noxious weeds. These noxious species can be native or non-native and have crippling effects on our agricultural communities due to their aggressive nature and resistance to certain herbicides.

In 2016, Stark County Park District (SCPD) created a Natural Resources Department which is dedicated to the conservation and management of native wildlife and their habitat through research, education and quality animal care. The natural resources staff are trained employees qualified to identify target plant species (i.e. invasive or noxious species), use herbicides and application equipment safely, keep accurate records for daily treatments, and map the location of invasive species. With the use of The Weed Information Management System data base (WIMS) and the Habitat/Invasive Management Prioritization Workbook, programs developed to assist with creating priority areas and maintaining a database for reporting, Stark Park's creates Invasive Plant Management Plans (IPMP) for the areas that are infested with invasive or noxious species. The Invasive Plant Management Plan outlines the site description, conservation targets, and management goals. This includes an inventory of the invasive and/or noxious species on site, as well as the management philosophy, priority species, and an implementation schedule.

Stark Parks uses a variety of strategies when managing invasive or noxious species. The techniques include manual (i.e. hand removal) or mechanical removal (i.e. mowing), and application of herbicide. Due to herbicides potentially having a negative effect on our ecosystems, all other means of removal are assessed before this approach is considered. Many factors go into choosing herbicide usage over other methods of removal such as staffing, funding, and location. SCPD employees involved with the application of herbicide are licensed commercial herbicide applicators with the Ohio Department of Agriculture (ODA) and are equipped with the knowledge and skill to use Best Management Practices (BMP) required by the state (<https://agri.ohio.gov/wps/portal/gov/oda/divisions/plant-health/pesticides/commercial-study-guides>). Best Management practices include but are not limited to training staff on identification, scheduling for the best result and appropriate timing, scouting for invasive/noxious species, and cleaning equipment before transport. Cleaning is especially important because dirty vehicles, equipment, and clothing can transport invasive/noxious species parts and seeds, creating new infestations.

**Reference 66**

Stark Parks will follow Ohio Noxious Weed Laws set by The Ohio State University Farm Office, when managing noxious weeds on public lands which border agricultural lands. The Ohio Noxious Weed Law states the following language. "When notified that noxious weeds are growing on land owned or managed by the Ohio Department of Natural Resources or on park land owned or managed by the state or a political subdivision, Ohio law requires the township trustees to notify the county Extension Educator. The Extension Educator must form a committee with a person designated by the state or political subdivision, the landowner, and a designated supervisor of the soil and water conservation district. Within five days of the date the township provided the notice of noxious weeds, the committee must meet and 'consider ways to deal with the problem.' The committee must report its findings and recommendations to the township trustees. We presume that the township trustees are to share the noxious weed report and recommendations with the ODNR or political subdivision but strangely, Ohio law does not require the board of trustees to do so. O.R.C. § 5579.05(B)."

Stark Parks will also reference The Ohio Department of Agriculture list of plants formally designated as noxious weeds in the Ohio Administrative Code at <http://codes.ohio.gov/oac/901:5-37-01>. And OSU identification guide of Ohio noxious weed at <https://ohiostate.pressbooks.pub/ohionoxiousweeds/>.

**C. RESOLUTION: #20-08-049: Updated Wildlife Conservation Center Volunteer Handbook**

**WHEREAS**, the Stark County Park District utilizes volunteers at the Wildlife Conservation Center to help rehabilitate wildlife and for general day-to-day duties; and

**WHEREAS**, the Stark County Park District Board of Park Commissioners previously adopted the Wildlife Conservation Center Volunteer Handbook with Resolution #19-05-045; and

**WHEREAS**, it was determined by the Wildlife Care Supervisor, Stephon Echague that the Wildlife Conservation Center Volunteer Handbook be updated; and

**WHEREAS**, the draft handbook was delivered to the Park Board at the July Board meeting held on July 1, 2020; and

**WHEREAS**, the updated handbook is attached as Exhibit B.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the updated Wildlife Conservation Center Volunteer Handbook as attached as Exhibit B and directs the Volunteer Coordinator to advise all current and future volunteers at the Wildlife Conservation Center of the handbook.

P. Quick MOVED to adopt this resolution, which was SECONDED by B. Bryan

**DISCUSSION:**

R. Fonte stated this is the updated Wildlife Conservation Center Volunteer Handbook

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**D. RESOLUTION: #20-08-050: Ohio Law Enforcement Collaborative Certification Policy Updates**

**WHEREAS**, it was determined by Justin Laps, Public Safety Manager (Chief), that the Ohio Law Enforcement Collaborative Certification Policies be updated to include recent policy changes; and

**WHEREAS**, the updated policies were delivered to the Park Board at the July Board meeting held on July 1, 2020; and

**WHEREAS**, the Updated Ohio Law Enforcement Collaborative Certification Policies are attached as Exhibits C-Q

**Reference 67**

1. Stark County Park District - Chapter 03 Section 01 Use of Force (Exhibit C)
2. Ohio Collaborative - Chapter 03 Section 01 Use of Force (Exhibit D)
3. Stark County Park District – Chapter 08 Section 37 Bias Free Policing (Exhibit E)
4. Ohio Collaborative - Chapter 08 Section 37 Bias Free Policing Standard (Exhibit F)
5. Stark County Park District – Chapter 09 Section 02 Complaint Processing Form (Exhibit G)
6. Stark County Park District – Chapter 09 Section 02 Complaint Processing (Exhibit H)
7. Ohio Collaborative – Chapter 09 Section 02 Complaint Processing (Exhibit I)
8. Stark County Park District – Chapter 09 Section 12 Hiring (Exhibit J)
9. Ohio Collaborative – Chapter 09 Section 12 Hiring (Exhibit K)
10. Stark County Park District – Chapter 09 Section 13 Community Engagement (Exhibit L)
11. Ohio Collaborative – Chapter 09 Section 13 Community Engagement (Exhibit M)
12. Stark County Park District – Chapter 10 Section 05 Vehicular Pursuits (Exhibit N)
13. Ohio Collaborative – Chapter 10 Section 05 Vehicular Pursuits (Exhibit O)
14. Stark County Park District – Chapter 10 Section 36 Body Worn Cameras (Exhibit P)
15. Ohio Collaborative – Chapter 10 Section 36 Body Worn Cameras (Exhibit Q).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the updated Ohio Law Enforcement Collaborative Certification Policy Updates as attached in Exhibits C-Q for inclusion in the Ranger Policy Manual and directs Justin Laps, Public Safety Manager (Chief) to advise all current Public Safety employees of the updated policies.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte asked J. Laps to review the Stark Parks use of force policies due to the governor recommending changes

J. Laps stated that the language was originally adopted in 2016 to comply with the Ohio Collaborative Standards. The Use of Force policy was updated to add the prohibition of the use of choke holds as a result of the executive order from President Trump and guidance from Governor DeWine. The second major update to the use of force policy was the duty for a ranger to intervene if they observe another ranger violating this use of force policy. They have the responsibility to report the violation to supervision.

A. Hayden asked what the status was before the order

J. Laps stated it was authorized as a deadly force option, now it specifically spells everything out.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**E. RESOLUTION: #20-08-051: Existing Trail Maintenance**

**WHEREAS**, the Stark County Park District is working to resurface and repair the Towpath and other trails county-wide; and

**WHEREAS**, it has been determined that stone in an amount not to exceed Forty Thousand Dollars (\$40,000.00) for the existing trail maintenance; and

**WHEREAS**, it more cost effective to have the stone hauled for a total not to exceed Five Thousand Dollars (\$5,000.00); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in the amount not to exceed Forty Five Thousand Dollars (\$45,000.00) for trail resurfacing and repair from the Project Fund-Unallocated (072.28.0000.65000) to Supplies and Materials-General (072.28.1035.63104) in the amount not to exceed Forty Thousand Dollars (\$40,000.00) for stone and Purchased Services-Occupational (072.28.1035.64100) in the amount not to exceed Five Thousand Dollars (\$5,000.00) for hauling.

R. Dublikar MOVED to adopt this resolution, which was SECONDED by P. Quick

**DISCUSSION:**

R. Fonte stated this resolution would fund extending the maintenance south on the Towpath from south of Massillon to the Tuscarawas county line. The crew has completed resurfacing from the Summit County Line to Lake Avenue (Ernie’s Bicycle Shop). They will skip over the portion in Massillon due to the Army Corps construction project for the next two years

A. Hayden asked what the Corps were doing

R. Fonte answered they are repairing the levee. The Corps have been given the dates for any upcoming major events on the Towpath Trail in that area and will do their best to work around them in addition to opening the trail each weekend.

B. Bryan added that traffic has increased due to the better trail surface

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**F. RESOLUTION: #20-08-052: Donation of Animal Caging at Fichtner Park to Beech Creek Botanical Garden**

**WHEREAS**, the Stark County Park District has wildlife caging including one (1) metal shoreline cage, two (2) raptor mews cages, and three (3) large raptor mews cages located at Fichtner Park; and

**WHEREAS**, the caging was used during the time the Wildlife Conservation Center was temporarily located at Fichtner Park during construction of the new Wildlife Center; and

**WHEREAS**, the caging is deemed unusable due to the damage it sustained while being moved and thus making it not structurally sound to house any of the animals at the Wildlife Conservation Center; and

**WHEREAS**, the Stark County Park District now desires to donate to Beech Creek Botanical Garden a 501c3 and program partner; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to declare the above-referenced caging as surplus property and to authorize the Park Director, Robert A. Fonte, to approve the donation to Beech Creek Botanical Garden and that Beech Creek Botanical Garden remove the caging at their own expense.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte stated the caging could not be moved effectively again to use at the Wildlife Conservation Center. Beech Creek Botanical Garden expressed an interest in tearing the caging apart and using the materials to build caging at their site.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**G. RESOLUTION: #20-08-053: 2020 Department Projects Fry Family Park Visitor Center Equipment and Supplies**

**WHEREAS**, the Park Director, Robert A. Fonte, has recommended being prepared to open the Fry Family Park Visitor Center when the Park District can meet the regulations in accordance with the orders of the Governor and the Ohio Department of Health; and

**WHEREAS**, in order to open the Fry Family Park Visitor Center equipment and supplies are needed for staffing the building and accommodating rentals; and

**WHEREAS**, the Education Department recommends the Fry Family Park Visitor Center Lab Equipment (Enviroscape Watershed Model, Digital Microscope, Microscopes, Various Petri Dishes, Racks, Beakers, Visitor Center Supplies and freight) in the amount not to exceed Nineteen Thousand Seven Hundred Fifty Five Dollars (\$19,755.00); and

**WHEREAS**, the Information Technology Department recommends the technical needs for the Fry Family Park Visitor Center to accommodate staff and rentals (Laptops, Docking Stations, Monitors, Wi-Fi Service, Wall Televisions, Wall Mounts, Television Stand, Cables and Parts, Phone Lines, Phone Hardware, Printer, Printer Ink and Freight) in the amount not to exceed Thirteen Thousand Seventy Dollars (\$13,070.00); and

**WHEREAS**, the Operations and Enterprises Departments recommend the following equipment and supplies for the Fry Family Park Visitor Center to accommodate the staff office, receptionist area, break room, entry/lounge seating, library, wet lab, coat storage, rentals and classrooms (Desks, Desk Chairs, Lab Tables, Stools, Coat Racks, Folding Event Chairs, Transport Dollies, Folding Chair Pallet, Event Chair Covers, Reception Table, Folding Tables, Banquet Stack Chairs, Table Dollies, Freezer, Ice Maker, Microwaves, Labor, Delivery, Installation and Freight) in the amount not to exceed Sixty Seven Thousand Dollars (\$67,000.00); and

**WHEREAS**, the recommended equipment and supplies for the Fry Family Park Visitor Center totals an amount not to exceed Ninety Nine Thousand Eight Hundred Twenty Five Dollars (\$99,825.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize transfer/s of an amount not to exceed Ninety Nine Thousand Eight Hundred Twenty Five Dollars (\$99,825.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate accounts for the Fry Family Park Visitor Center Equipment and Supplies to open the Center.

P. Quick MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte stated the target date to open is October 15, 2020, but with everything going on we cannot promise, but once we can safely open we will, we're currently discussing staffing of the location and will add staff when we finalize the opening date.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, , Bill Bryan, Ralph Dublikar, Pat Quick

## **H. RESOLUTION: #20-08-054: Iron Horse Trail Survey and Staking Services**

**WHEREAS**, the Stark County Park District is the owner of a 23.61 acre parcel of land in Washington Township also referred to as Stark County Auditor Permanent parcel number 10003975; and

**WHEREAS**, Daniel Dickerhoof is seeking a permanent easement for ingress and egress, equivalent to a farm driveway suitable for farm equipment to travel across the parcel number 10003975 owned by the Stark County Park District; and

**WHEREAS**, the Stark County Park District desires to survey and stake the park boundary abutting Dickerhoof's land to identify the easement location and plan for future improvements; and

**WHEREAS**, the cost for staking and surveying services is estimated not to exceed Ten Thousand Dollars (\$10,000.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the transfer/s of an amount not to exceed Ten Thousand Dollars (\$10,000.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate accounts for the Iron Horse Trail Survey and Staking services.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte stated that the staff had a meeting with Dr. Dickerhoof on site and the meeting went well. Dr. Dickerhoof was asked if he was interested in swapping land and he indicated he was not interested. He did ask for a farm driveway across the Park property to access his property. The request was approved in the field subject to providing an easement description for a 30 foot agricultural crossing. We also offered to include the cost of fencing in the future when we apply for a grant to construct the trail, but Dr. Dickerhoof said if we would stake the property line he would install the fence now.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**I. RESOLUTION: #20-08-055: Facilities Supervisor Hay Step Change**

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved the 2020 Budget that included staffing with Resolution #19-12-101

**WHEREAS**, the 2020 Annual Salary Chart adopted with Resolution #19-12-101 included a

		<u>Step or</u>	<u>Hay</u>
<u>Position</u>	<u>Employee Name</u>	<u>Grade</u>	<u>Points</u>
<u>Facilities Management</u>			
Facilities Supervisor	VACANT	18	357

for the Operations Department; and

**WHEREAS**, the position has become vacant; and

**WHEREAS**, the Human Resources Manager, Dani McGuinness, and the Operations Manager, Rick Summers, are recommending to change the Hay Step from 18 to step 22 based on the evaluation of the job and the market evaluations

Facilities Supervisor	VACANT	22	441
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effective August 4, 2020.

**NOW, THEREFORE, BE IT RESOLVED**, to reclassify the Facilities Supervisor position from a Hay Step 18 to Step 22 position for the Operations Department effective August 4, 2020.

P. Quick MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte stated this position was vacant as we went into the election. We are now advertising the position as our facilities are beginning to open back up. When going to the market we cannot replace the position at the current rate. This resolution is adjusting the range and is not asking for additional money in the budget

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**J. RESOLUTION: #20-08-056: Ohio Historical Marker Maintenance Commitment**

**WHEREAS**, the Quail Hollow Volunteer Association desires to apply for an Ohio Historical Marker to honor the Harry B. Stewart and Minnie Taylor Stewart Farm at Quail Hollow Park; and

**WHEREAS**, the Stark County Park District agrees to install and perform regular maintenance, as well as any future refurbishment or replacement to the Ohio Historical Marker.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to sign the letter of Maintenance Commitment (attached as Exhibit R) for the Ohio Historical Marker at Quail Hollow Park.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

R. Fonte stated he recommends approving the request from the Quail Hollow Volunteer Association's president's request

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**9. DIRECTOR’S REPORT**

- A. 2020 Project List & Budget

**DISCUSSION:**

- A. Hayden asked if the bids for the additional paving had gone out
- B. Wells stated the Chip and Seal bids are due tomorrow
- S. Buell stated the asphalt and chip and seal are two separate bids. The asphalt was advertised for the first time today

- B. Director’s Report

R. Fonte stated he didn’t have any further updates as most were covered during the meeting

**10.EXECUTIVE SESSION**

**BE IT RESOLVED**, to adjourn into Executive Session at 6:47 p.m. to prepare for, conduct and/or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment pursuant to division (G)(4) of this section of the ORC.

B. Bryan moved to adopt this motion, which was SECONDED by R. Dublikar

MOTION CARRIED on a roll call vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**11.RECONVENE FROM EXECUTIVE SESSION**

**BE IT RESOLVED** to reconvene to Regular Session at 7:00 p.m.

B. Bryan MOVED to adopt this resolution, which was SECONDED by P. Quick

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**12. ADJOURNMENT**

**BE IT RESOLVED** to adjourn at 7:00 p.m. Next scheduled meeting: Tuesday, September 1, 2020 at 2:00 p.m. at the Exploration Gateway at Sippo Lake Park.

P. Quick MOVED to adjourn the meeting, which was SECONDED by B. Bryan

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Bill Bryan, Ralph Dublikar, Pat Quick

**APPROVAL DATE:** September 1, 2020

ATTEST:

\_\_\_\_\_  
Andy Hayden, Chairperson  
Stark County Park Commission

\_\_\_\_\_  
Robert A. Fonte, Director/Secretary to the Board  
Stark County Park District

\_\_\_\_\_  
Corianne Kocarek/ Clerk to the Board  
Stark County Park District

**Reference 72**