

STARK COUNTY PARK DISTRICT

PARK COMMISSION MEETING AGENDA

Tuesday, February 1, 2022 @ 2:00 P.M.

Exploration Gateway at Sippo Lake Park, 5712 12th St. NW, Canton, OH 44708

1. CALL TO ORDER

- A. Roll Call of Members: D. Freeland, W. Bryan, R. Dublikar, P. Quick, D. Regula
- B. Adoption of Agenda

2. PUBLIC COMMENT

3. APPROVAL OF MINUTES: January 4, 2022 regular board meeting

January 19, 2022 special board meeting

January 26, 2022 special board meeting

4. FINANCIAL REPORTS: December 2021

- A. Summary Financial Report
- B. Budget
- C. Grant Status

5. PAYROLLS & BILLS: December 2021

6. OLD BUSINESS

- A. Informational: Upcoming Events

7. NEW BUSINESS

- A. Resolution: #22-02-020: NatureWorks Grant Program-Petros Lake Park Restroom Grant Acceptance
- B. Resolution: #22-02-021: Ohio Department of Natural Resources Paddling Enhancement Grant Application
- C. Resolution: #22-02-022: 2022 Project List & Budget (Exhibit A)
- D. Resolution: #22-02-023: 2022 Budget: Certificates of Resources/Appropriation
- E. Resolution: #22-02-024: State Capital Improvement Grant: 'Magnolia Flouring Mill Restoration'
_____ MOVED _____ SECONDED. [Discussion Vote](#)

8. DIRECTOR'S REPORT

- A. Director's Report

9. EXECUTIVE SESSION:

 X to consider the **appointment, employment**, dismissal, **discipline**, promotion, demotion, and/or compensation of a public employee or official, and/or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing pursuant to division (G) (1) of this section of the Ohio Revised Code (ORC).

 X to consider the purchase of property for public purposes, and/or for the sale of property at competitive bidding pursuant to division (G) (2) of this section of the ORC.

 to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action pursuant to division (G)(3) of this section of the ORC.

_____ 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.

_____ to discuss matters required to be kept confidential by federal law or rules and/or state statutes pursuant to division (G) (5) of this section of the ORC.

_____ to discuss specialized details of security arrangements pursuant to division (G) (6) of this section of the ORC.

Roll Call of Members: D. Freeland, W. Bryan, R. Dublikar, P. Quick

10. RECONVENE FROM EXECUTIVE SESSION

11. ADJOURNMENT

NOTE:

**NEXT REGULAR SCHEDULED MEETING: March 1, 2022
at 2:00 PM at the Exploration Gateway at Sippo Lake Park**

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Upcoming Events

EVENT	DATE	TIME	LOCATION	BOARD MEMBER
Happy Groundhog Day Open House!	February 2, 2022	5-7p	Virtual Wildlife Program – ZOOM	
Frozen Toes Trail Challenge – 5 mile run/walk	February 5, 2022	7:30a	Fry Family Park – Wet Lab Fry Visitor Center	
Winter Fun at Fry	February 5, 2022	1-3p	Fry Family Park – Fry Visitor Center	
Friends of Stark Parks Board Meeting	February 9, 2022	4p	Sippo Lake Park Exploration Gateway & ZOOM	Denise Freeland
Date Night: Drinks and Design	February 11, 2022	6p	Tam O’Shanter Clubhouse	
Superb Owl Sunday Huddle	February 13, 2022	1-3p	Sippo Lake Park – Wildlife Conservation Center	
Light the Night: Bonfire and Glow Stick Hike	February 16, 2022	6-7p	Sippo Lake Park – Wildlife Conservation Center: Amphitheater Area	
Great Backyard Bird Count – Tune-in!	February 19, 2022	1p	ZOOM	
Backpacking Skills – Water Filtration & Hike	February 21, 2022	4-6p	Mahoning Valley Trail – Gaskill Trailhead	
Healthy Adventures Kick-off Program	February 26, 2022	10a	Quail Hollow Park Shady Lane Parking Lot	
Pups in the Park	February 27, 2022	9a	Olde Muskingum Trail – Butterbridge Trailhead	
Park Board Meeting	March 1, 2022	2p	Sippo Lake Park Exploration Gateway – Rooms A&B	
Friends of Stark Parks Board Meeting	March 9, 2022	4p	Sippo Lake Park Exploration Gateway & ZOOM	David Regula
Stark County Regional Planning Commission – Stark County Area Transportation Study – Annual Dinner Meeting	March 16, 2022 RSVP’s due 3/4/22	6p	Arrowhead Golf & Event Center	

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: NatureWorks Grant Program-Petros Lake Park Restroom Grant Acceptance
RESOLUTION: #22-02-020

WHEREAS, the Stark County Park Board of Park Commissioners approved Resolution #21-05-037 authorizing the Park Director to apply for grant funding for a NatureWorks grant, administered by the Ohio Department of Natural Resources (ODNR) for the Petros Lake Park Restroom Project; and

WHEREAS, the total project cost for the Petros Lake Park Restroom Project is One Hundred Sixty Six Thousand Dollars Six Hundred Sixty Seven Dollars and Sixty Eight Cents (\$166,667.68); and

WHEREAS, the total grant funding awarded for the project will provide up to Seventy Five (75%) of that amount or One Hundred Twenty Five Thousand Dollars (\$125,000.00); and

WHEREAS, the Stark County Park District is responsible for Twenty Five Percent (25%) of the cost for match or Forty One Thousand Six Hundred Sixty Seven Dollars and Sixty Eight Cents (\$41,667.68) which is anticipated to be covered in force account labor, donated equipment value, and park funds.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to accept the grant funds and execute the grant agreements with ODNR for the Petros Lake Park Restroom Project, in the amount of One Hundred Twenty Five Thousand Dollars (\$125,000.00) with a match of Forty One Thousand Six Hundred Sixty Seven Dollars and Sixty Eight Cents (\$41,667.68).

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to enter into a grant agreement with Ohio Department of Natural Resources and to sign/execute any paperwork necessary to complete the Petros Lake Park Restroom Project, pending approval by Attorney, William F. Morris for legal form and sufficiency.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Ohio Department of Natural Resources Paddling Enhancement Grant Application
RESOLUTION: #22-02-021

WHEREAS, the State of Ohio through the Department of Natural Resources Division of Parks and Watercraft administers financial assistance for public boating access under the Paddling Enhancement Grant Program; and

WHEREAS, Stark County Park District (SCPD) desires financial assistance for the design, purchase, and installation of an Americans with Disabilities (ADA) accessible Kayak Launch System at Sippo Lake Marina; and

WHEREAS, the Paddling Enhancement Grant Program funds are One Hundred Percent (100%) reimbursable with a maximum request of Seventy Five Thousand Dollars (\$75,000.00).

NOW, THEREFORE, BE IT RESOLVED, be it resolved by the Stark County Park District Board of Park Commissioners to authorize the Park Director to apply for the Paddling Enhancement Grant in an amount not to exceed Seventy Five Thousand Dollars (\$75,000.00) through the Ohio Department of Natural Resources Division of Parks and Watercraft.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to sign/execute any documents necessary for the grant application and to provide information and documentation required to be eligible for the Paddling Enhancement Grant Program.

BE IT FURTHER RESOLVED, The Stark County Park District Board of Park Commissioners agrees that once the grant is awarded they will obligate the funds required to satisfactorily complete the project under the terms and conditions of the Cooperative Agreement if the project is accepted for financial assistance from the Paddling Enhancement Grant.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: 2022 Project List & Budget
RESOLUTION: #22-02-022

WHEREAS, all 2022 proposed county-wide projects and as well as individual department projects, have been reviewed and prioritized in Exhibit A; and

WHEREAS, the Park Director has proposed that the projects listed under “Category 1” be approved for inclusion in the 2022 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the attached recommended 2022 Category 1 Project List & Budget Exhibit A.

BE IT FURTHER RESOLVED, to authorize the appropriation of funds from the Project Fund-Unallocated Account 072.28.0000.65000 as they become available in accordance with the previously approved budget (Resolution: #21-12-077) and the herein approved 2022 Project List & Budget.

BE IT FURTHER RESOLVED, to authorize the Park Director to place for Public Bid or Request for Qualifications (RFQ’s) those items exceeding Fifty Thousand Dollars (\$50,000.00) to complete the 2022 Project List & Budget unless the items are purchased in accordance with park policies or from the state bid list.

BE IT FURTHER RESOLVED, to authorize the Park Director to award the contracts to the lowest and/or best bids or highest ranked qualifications submitted, provided the total project cost of each project does not exceed the original project budget.

BE IT FURTHER RESOLVED, to authorize the Park Director to sign/execute any contracts or change orders necessary to complete the 2022 Project List & Budget provided the total project cost does not exceed the original project budget as approved by the Stark County Park District Board of Park Commissioners.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: 2022 Budget: Certificates of Resources/Appropriation
RESOLUTION: #22-02-023

WHEREAS, the Stark County Park District receives funding through various entities; and

WHEREAS, funds in the total amount of Three Million Nine Hundred Twenty Three Thousand Seven Hundred Sixty Six Dollars (\$3,923,766.00) are anticipated to be received in 2022 from the following sources:

- Natural Resources Advisory Council (NRAC) – Five Hundred Eighty Eight Thousand One Hundred and Seven Dollars (\$588,107.00)
- State Capital Grant – Two Hundred Forty Five Thousand Dollars (\$245,000.00)
- Friends of Stark Parks – Five Thousand Dollars (\$5,000.00)
- The Conservation Fund – Two Hundred and One Thousand Dollars (\$201,000.00)
- Water Resource Restoration Sponsor Program – One Hundred Twenty Two Thousand Five Hundred Dollars (\$122,500.00)
- Summit Metroparks – Fifty Thousand Dollars (\$50,000.00)
- Natural Resources Advisory Council (NRAC) – Two Hundred Twenty One Thousand Eight Hundred Twenty Five Dollars (\$221,825.00)
- Ohio Department of Natural Resources-Natureworks – One Hundred Twenty Five Thousand Dollars (\$125,000.00)
- Stark County District Library – Thirteen Thousand Six Hundred Ninety Eight Dollars (\$13,698.00)
- Natural Resources Advisory Council (NRAC) – Seven Hundred Ninety Nine Thousand Five Hundred and Five Dollars (\$799,505.00)
- Friends of Stark Parks-Marathon Grant – Twenty Thousand Dollars (\$20,000.00)
- Natural Resources Advisory Council (NRAC) – Three Hundred Fifty Thousand Dollars (\$350,000.00)
- Jackson Township – Five Hundred Eighty Five Thousand and Sixty Six Dollars (\$585,066.00)
- Jackson Local Schools – Five Hundred Eighty Five Thousand and Sixty Six Dollars (\$585,066.00)
- Creating Healthy Communities – Seven Thousand Dollars (\$7,000.00)

WHEREAS, it is necessary to amend the 2022 Budget by an amount not to exceed Three Million Nine Hundred Twenty Three Thousand Seven Hundred Sixty Six Dollars (\$3,923,766.00) for the completion of the 2022 Project List & Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to amend the 2022 Budget by an amount not to exceed Three Million Nine Hundred Twenty Three Thousand Seven Hundred Sixty Six Dollars (\$3,923,766.00) for the completion of the 2022 Project List & Budget.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: State Capital Improvement Grant: 'Magnolia Flouring Mill Restoration'

RESOLUTION: #22-02-024

WHEREAS, the Stark County Park District (SCPD) applied for State Capital Funds for continuation of the design and redevelopment of the Magnolia Flouring Mills into a visitor destination, including design work for an accessible elevator and visitor circulation, through Senate Bill (S.B. 310) Capital Improvement Community Recreation Project; and

WHEREAS, SCPD has been awarded Fifty Thousand Dollars (\$50,000.00) for these rehabilitation efforts; and

WHEREAS, this grant does not require matching funds; and

WHEREAS, One Thousand Dollars (\$1,000.00) of the total project appropriation will be used by the Ohio Department of Natural Resources (ODNR) for the administration of the project.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to amend, certify and appropriate the 2022 Budget by an amount not to exceed Forty Nine Thousand Dollars (\$49,000.00) from the Ohio Department of Natural Resources (ODNR) for the completion of 'Magnolia Flouring Mill Restoration' Project.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte, to execute the documents required as approved for legal form and sufficiency by Attorney William Morris to complete the 'Magnolia Flouring Mill Restoration' Project.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

Stark County Park District
DIRECTOR'S REPORT
January 1 – 28, 2022

01/03/2022	<ul style="list-style-type: none"> – Attended Parketing (Marketing) Meeting in Person at the Exploration Gateway at Sippo Lake Park, Science Lab
01/04/2022	<ul style="list-style-type: none"> – Attended Park Board of Commissioners Meeting in Person at Sippo Lake Park, Exploration Gateway
01/05/2022	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Administration & Projects Manager in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Attended Meeting with SARTA and Grant Writer via Zoom
	<ul style="list-style-type: none"> – Conducted Phone Interview with Human Resources Position Candidate
01/06/2022	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Operations Manager in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted Phone Interview with Human Resources Position Candidate
	<ul style="list-style-type: none"> – Attended Meeting with Office Planning Consultant in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted Phone Interview with Human Resources Position Candidate
	<ul style="list-style-type: none"> – Conducted Canton Regional Society of Professional Engineers (CRSPE) Meeting via Zoom
01/07/2022	<ul style="list-style-type: none"> – Attended Onsite Meeting at the Olde Muskingum Trail with Adjacent Landowner
	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Volunteer Coordinator in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted Phone Interview with Human Resources Position Candidate
01/10/2022	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Chief of Public Safety in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Attended Project Budget Discussions Meeting with Executive Assistant and Financial Manager via Zoom
01/11/2022	<ul style="list-style-type: none"> – Conducted Panel Interview with Human Resources Position Candidate and Management Team in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Financial Manager in Person at Sippo Lake Park Administration Office
01/12/2022	<ul style="list-style-type: none"> – Conducted Panel Interview with Human Resources Position Candidate and Management Team in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted Phone Interview with Education Manager Candidate
	<ul style="list-style-type: none"> – Attended Friends of Stark Parks Board Meeting via Zoom
01/13/2022	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Natural Resources Manager in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> – Conducted Phone Interview with Education Manager Candidate
	<ul style="list-style-type: none"> – Conducted Phone Interview with Education Manager Candidate
	<ul style="list-style-type: none"> – Conducted One-on-One Meeting with Executive Assistant in Person at Sippo Lake Park Administration Office
01/14/2022	<ul style="list-style-type: none"> – Attended Meeting at Sippo Lake Park, Exploration Gateway with Stark Parks and Library Staff Regarding Stark Library Remodeling of Perry Sippo Branch

	<ul style="list-style-type: none"> - Conducted Capital & Project Budget Review with Chief of Public Safety, Executive Assistant and Financial Manager in Person at Sippo Lake Park, Administration Office
	<ul style="list-style-type: none"> - Conducted Panel Interview with Human Resources Position Candidate and Management Team in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> - Attended Meeting with Consultants and Stark Parks Staff Regarding Site Plan for Walborn Reservoir – Bingham via Zoom
01/17/2022	<ul style="list-style-type: none"> - Martin Luther King Jr. Day – Offices Closed
01/18/2022	<ul style="list-style-type: none"> - Attended Plan Partners Meeting via Zoom
01/19/2022	<ul style="list-style-type: none"> - Conducted Panel Interview with Human Resources Position Candidate and Management Team in Person at Sippo Lake Park Administration Office
	<ul style="list-style-type: none"> - Conducted Education Staff Meeting in Person at Exploration Gateway at Sippo Lake Park, Science Classroom
	<ul style="list-style-type: none"> - Attended Special Park Board Meeting in Person at Sippo Lake Park, Exploration Gateway
01/20/2022	<ul style="list-style-type: none"> - Conducted Human Resources Manager Position Candidates with Management Team via Zoom
	<ul style="list-style-type: none"> - Attended Technical Advisory Committee (TAC) Meeting in Person at Regional Planning Commission
01/21/2022	<ul style="list-style-type: none"> - Attended Meeting with Tam O' Shanter Partners Regarding Coordination in Person at Exploration Gateway at Sippo Lake Park
	<ul style="list-style-type: none"> - Attended Ohio Parks and Recreation Association (OPRA) Region 2 Networking Event in Person at Lock 3 Park in Akron
	<ul style="list-style-type: none"> - Attended Meeting Regarding Wetland Mitigation via Zoom
01/24/2022	<ul style="list-style-type: none"> - Half-day Vacation
	<ul style="list-style-type: none"> - Stark County Area Transportation Study (SCATS) Meeting in Person at Regional Planning Commission
01/25/2022	<ul style="list-style-type: none"> - Conducted Capital & Project Budget Review with Executive Assistant and Financial Manager in Person at Sippo Lake Park, Administration Office
01/26/2022	<ul style="list-style-type: none"> - Attended Park Board of Commissioners Special Board Meeting in Person at Baker, Dublikar, Beck, Wiley & Mathews in North Canton
	<ul style="list-style-type: none"> - Attended Grants Meeting Update with Grants Coordinator and Projects & Administration Manager via Zoom
	<ul style="list-style-type: none"> - Conducted Interview with Human Resources Position Candidate in Person at Sippo Lake Park Administration Office
01/27/2022	<ul style="list-style-type: none"> - Sick Day
01/28/2022	<ul style="list-style-type: none"> - Sick Day