

STARK COUNTY PARK DISTRICT

PARK COMMISSION MEETING AGENDA

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

Sippo Lake Exploration Gateway Rooms A & B (Lower Level) – 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. STAFF PRESENTATION – Steve Smith, Enterprises Supervisor

4. APPROVAL OF MINUTES: February 1, 2022

5. FINANCIAL REPORTS: January 2022

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

6. PAYROLLS & BILLS: January 31, 2022

7. OLD BUSINESS

- A. Informational: Upcoming Events
- B. Informational: Jackson Connector Trail – Tunnel Project Update

8. NEW BUSINESS

- A. Resolution: #22-03-026: 2022 Marina Pricing (Exhibits A & B)
_____ MOVED _____ SECONDED.
- B. Resolution: #22-03-027: 2022 Facility Rental Rates (Exhibit C)
_____ MOVED _____ SECONDED.
- C. Resolution: #22-03-028: 2022 Tam O’Shanter Menu and Pricing (Exhibit D)
_____ MOVED _____ SECONDED.
- D. Resolution: #22-03-029: ODOT Final Participatory Legislation – Jackson Connector Trail-Tunnel – STA TR 0211 01.970 (Fulton Drive) (Exhibit E)
_____ MOVED _____ SECONDED.
- E. Resolution: #22-03-030: 2022 Department Project Revision-Zero Turns
_____ MOVED _____ SECONDED.
- F. Resolution: #22-03-031: Clerk to the Board
_____ MOVED _____ SECONDED.
- G. Resolution: #22-03-032: 2022 Department Project Revision-UTV
_____ MOVED _____ SECONDED.
- H. Resolution: #22-03-033: 2022 Project List & Budget Transfer: Land Acquisition Services-Ohio Power Company
_____ MOVED _____ SECONDED.

9. DIRECTOR’S REPORT

- A. 2022 Project List & Budget
- B. Director’s Report

10. EXECUTIVE SESSION: (if necessary)

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).

 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, D. Regula

11. RECONVENE FROM EXECUTIVE SESSION

12. ADJOURNMENT

NOTE:

**NEXT REGULAR SCHEDULED MEETING: April 5, 2022 at 5:30PM
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 Birthday, Ohio OhioBio Open House	March 1, 2022	6-8p	Sippo Lake Park – Exploration Gateway Canalway Center	
Sip and Paint Humming Bird Feeders	March 3, 2022	6-7p	Sippo Lake Park – Exploration Gateway – Science Lab	
National Day of Unplugging (Various Events all day – see starkparks.com)	March 4, 2022	Various	Various	
Friends of Stark Parks Board Meeting	March 9, 2022	4p	Sippo Lake Park Exploration Gateway & Zoom Options	David Regula
Date Night: Game Night	March 11, 2022	6-8p	Tam O’Shanter Park – Clubhouse	
Towpath Trek #7	March 12, 2022	9a	Towpath Trail – Crystal Springs Trailhead	
Pi Day at Fry	March 14, 2022	5-8p	Fry Family Park – Fry Shelter	
Amateur Winter Photography	March 18, 2022	10a	Sippo Lake Park – Exploration Gateway Canalway Center	
Molly Stark Parks Outdoor Tour	March 19, 2022	10a	Molly Stark Park	
Park Board Meeting	April 5, 2022	5:30p	Sippo Lake Park Exploration Gateway	
Friends of Stark Parks Board Meeting	April 13, 2022	4p	Sippo Lake Park Exploration Gateway & Zoom Options	Bill Bryan

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Jackson Connector Trail – Tunnel Project Update

The Stark County Park District Board of Commissioners passed resolution #22-010-019 to allocate funds for the construction and inspection of the Jackson Connector Trail - Tunnel Project in the amount of One Million Three Hundred Twenty-Five Thousand Four Hundred Thirty-Six Dollars (\$1,325,436.00), which are due in advance of Ohio Department of Transportation's (ODOT) March 17, 2022 sale date. The resolution was pending approval by partners Jackson Township and the Jackson Local Board of Education.

Since the January 19, 2022 Special Park Board Meeting both partners have passed resolutions in support of the updated share of the construction and inspection costs:

- The Jackson Township Board of Trustees passed Resolution #22-043 on February 8, 2022
- Jackson Local Board of Education passed Resolution #22.29 on February 10, 2022

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: 2022 Marina Pricing
RESOLUTION: #22-03-026

WHEREAS, Resolution #21-03-022 adopted the Retail Pricing Sheet to establish the 2021 Marina retail prices; and

WHEREAS, the 2022 Marina Retail Pricing is attached as Exhibits A and B.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to adopt the 2022 Marina Retail Pricing attached as Exhibits A and B.

_____ 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 Facility Rental Rates
RESOLUTION: #22-03-027

WHEREAS, Resolution #21-03-023 adopted the 2021 Facility Rental Rates; and

WHEREAS, the 2022 Facility Rental Rates are attached as Exhibit C.

NOW, THEREFORE, BE IT RESOLVED by the Stark County Park District Board of Park Commissioners to approve the Facility Rental Rates as attached as Exhibit C.

_____ 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 Tam O'Shanter Menu and Pricing
RESOLUTION: #22-03-028

WHEREAS, Resolution #21-03-024 adopted the 2021 Tam O'Shanter Menu and Pricing; and

WHEREAS, the 2022 Tam O'Shanter Menu and Pricing is attached as Exhibit D.

NOW, THEREFORE, BE IT RESOLVED by the Stark County Park District Board of Park Commissioners to approve the Tam O'Shanter Menu and Pricing as attached as Exhibit D.

_____ 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: ODOT Final Participatory Legislation – Jackson Connector Trail-Tunnel – STA TR 0211 01.970 (Fulton Drive)

RESOLUTION: #22-03-029

WHEREAS, the following Final Resolution enacted by the Stark County Park District, hereinafter referred to as the Legislative Authority/Local Public Agency or “LPA”, in the matter of the stated described project; and

WHEREAS, on the 3rd Day of November, 2021, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of the construction of a shared use path between Fulton Drive (T.R. 211) and Community Parkway, including a tunnel under Fulton Drive (T.R. 211), retaining wall, guardrail, curb ramps, drainage, sanitary sewer, lighting, signage, and pavement markings, lying within the Stark County Park District; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The LPA agrees to assume and bear One Hundred Percent (100%) of the entire cost of the improvement, less the amount of Federal-Aid funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of One Million Three Hundred Twenty-Five Thousand Four Hundred Thirty Six Dollars, (\$1,325,436.00), but said estimated amount is to be adjusted in order that the LPA’s ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperating and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, the LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, BE IT RESOLVED:

- I. That the estimated sum, of One Million Three Hundred Twenty-Five Thousand Four Hundred Thirty-Six Dollars, (\$1,325,436.00) is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost of expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from Federal funds.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement
- III. That the LPA enter into a contract with the State (Exhibit E), and that the Park Director, be and is hereby authorized to execute said contract, provided for the payment of the LPA and sum of money set forth herein above for improving the described project.

IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of the Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the _____ day of _____, 20____, and that the same is true and correct copy of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume ____, at Page _____, and under date of _____, 20_____.

Legislative Authority of the
Stark County Park District

Park Director

Clerk (Secretary Ex-Officio)

_____ 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 Department Project Revision-Zero Turns
RESOLUTION: #22-03-030

WHEREAS, the 2022 Project List & Budget was approved by the Stark County Park District Board of Commissioners by resolution #22-02-022 on February 1, 2022; and

WHEREAS, the 2022 Operations Department Project Budget included a project for two (2) sit-down Diesel Kubota Zero Turn mowers; and

WHEREAS, Operations Manager, Mechanic and Parks & Trails Supervisor, recommend three (3) stand-up mowers and one (1) sit-down mower to provide the Park District with more flexibility for additional staff to mow; and

WHEREAS, the stand-up mowers are becoming more of an industry standard; and

WHEREAS, the following equipment is to be traded in:

Mower #3

Mower #6

are part of Stark County Park District current inventory; and

WHEREAS, it is Stark Park Districts desire to keep the cost of new equipment to a minimum.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Mechanic to evaluate the trade-in prices and recommend to the Director for approval of the lowest and best bid.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Director to trade-in and remove the equipment from our inventory.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to update the project description for the Zero-Turns from the original project submitted to include (3) stand-up mowers and one (1) sit-down mower.

_____ 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: Clerk to the Board

RESOLUTION: #22-03-031

WHEREAS, resolution #18-04-021 on April 4, 2018, appointed Corianne Kocarek, Executive Assistant, as Clerk to the Board; and

WHEREAS, resolution #18-04-021 on April 4, 2018, also appointed Victoria (Gill) Nickl, Staff Accountant, to the position of Alternate Clerk to the Board; and

WHEREAS, Corianne Kocarek resigned from the Stark County Park District effective March 2, 2022; and

WHEREAS, Victoria Nickl, Staff Accountant will be appointed to the position of Clerk to the Board; and

WHEREAS, Emily Rindfleisch, Projects Assistant will be appointed to the position of Alternate Clerk to the Board.

NOW, THEREFORE, BE IT RESOLVED by the Stark County Park District Board of Park Commissioners to appoint Victoria Nickl, Staff Accountant, as Clerk to the Board and Emily Rindfleisch, Projects Assistant, as Alternate Clerk to the Board.

_____ 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 Department Project Revision-UTV
RESOLUTION: #22-03-032

WHEREAS, the 2022 Project List & Budget was approved by the Stark County Park District Board of Commissioners by resolution #22-02-022 on February 1, 2022; and

WHEREAS, the 2022 Operations Department Project Budget included a project for two (2) Kubota UTV's with dump beds, roll bars and seat belts; and

WHEREAS, Operations Manager, Rick Summers, recommends eliminating all UTV's without roll bars and seatbelts and purchase three (3) Kubota UTV's with dump beds; and

WHEREAS, the following equipment is to be traded in:

- 1 – Pug with Dump Bed (not currently used)
 - 3 – John Deer Gators (without roll bars)
 - 1 – Woods 212 Trail Cutter (not currently used)
 - 1 – Woods Trail Cutter Belt Drive (not currently used)
 - 1 – John Deer Cutter (not currently used)
 - 1 Gravelly with Blade and Brush (not currently used)
- are part of Stark County Park District current inventory; and

WHEREAS, it is Stark Park Districts desire to keep the cost of new equipment to a minimum.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Mechanic to evaluate the trade-in prices and recommend to the Director for approval of the lowest and best bid.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Director to trade-in and remove the equipment from our inventory.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to update the project description for the UTVs from the original project submitted to include (3) UTVs with roll bars and seatbelts.

_____ 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 Transfer: Land Acquisition Services-Ohio Power Company
RESOLUTION: #22-03-033

WHEREAS, the Stark County Park District Board of Park Commissioners approved the Land Acquisition Services as part of the 2022 Project List & Budget in the amount of Twenty Five Thousand Dollars (\$25,000.00) with Resolution #22-02-022; and

WHEREAS, it has been determined the Stark County Park District (SCPD) desires a right-of-way license agreement for a recreational trail from Ohio Power Company for Parcel No.(s) 1312625 and 1312627; and

WHEREAS, the right-of-way license agreement is in an amount not to exceed Three Thousand Dollars (\$3,000.00)

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Three Thousand Dollars (\$3,000.00) from the Land Acquisition Services Project on the 2022 Project List & Budget from (072.28.0000.65000) to the Purchased Services-Occupational-Real Estate (072.28.1000.64103) for the right-of-way license agreement from Ohio Power Company for Parcel No.(s) 1312625 and 1312627.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize Robert A. Fonte, Park Director, to sign/execute the necessary paperwork to complete right-of-way license agreement.

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

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

DIRECTOR'S REPORT

February 1-23, 2022

02/01/2022	– Met with Legal Counsel and Staff at Administration Office to Discuss Disciplinary Action
	– Conducted Meeting with Executive Assistant in Person at Sippo Lake Park Administration Office
	– Attended Park Board Meeting in Person at Sippo Lake Park Exploration Gateway
02/02/2022	– Attended Construction Supervisor Retirement Party in Person at Tam O'Shanter Park
	– Conducted Education Staff Meeting in Person at Sippo Lake Park Exploration Gateway
02/03/2022	– Conducted Canton Regional Society of Professional Engineers (CRSPE) Board Meeting via Zoom
02/04/2022	– Conducted Panel Interview with Education Manager Candidate in Person at Sippo Lake Park Administration Office
02/07/2022	– Attended Parketing (Marketing) Joint Meeting with Education Staff in Person at Sippo Lake Park Exploration Gateway
	– Conducted Meeting with Projects and Administration Manager and Marketing Administrator Regarding Open Marketing Coordinator Position
	– Conducted Meeting with Financial Manager Regarding Park-Wide Events
02/08/2022	– Attended Ohio Parks and Recreation Association (OPRA) Awards Dinner at Kalahari Resort in Sandusky
02/09/2022	– Attended Friends of Stark Parks Board Meeting in Person at Sippo Lake Park Exploration Gateway
02/10/2022	– Conducted Meeting with Public Relations Coordinator and Executive Assistant Regarding Forming of Internal Social Media Committee
	– Conducted Final Interview with Education Manager Candidate in Person at Sippo Lake Park Administration Office
02/11/2022	– Attended Meeting with Volunteer Coordinator and Operations Manager Regarding Questions from Quail Hollow Volunteer Association in Person at Sippo Lake Park Administration Office
	– Conducted One-on-One Meeting with Volunteer Coordinator in Person at Sippo Lake Park Administration Office
	– Attended Minerva Bridge Feasibility Study Kick-Off Meeting via Zoom
02/15/2022	– Attended Plain Partners Meeting in Person at Glen Oak High School
	– Attended Project Update Meeting with Staff via Zoom
	– ½ Day Vacation
02/16/2022	– Attended Meeting Regarding Devonshire Trail Connections in Person at Sippo Lake Park Administration Office
	– Conducted Education Staff Meeting in Person at Exploration Gateway at Sippo Lake Park
	– Conducted Meeting with Administration and Projects Manager and Executive Assistant to Discuss Appointing an Interim Board Clerk Position in Person at Exploration Gateway at Sippo Lake Park
	– Attended Tam O'Shanter Roadways Kick-off Meeting via Zoom with Consultant and Staff

02/17/2022	– Attended National Public Radio (NPR) Engagement Session to Discuss Expanded Service to Stark County and Possible Benefits to Stark Parks in Person at Stark Community Foundation
02/21/2022	– Presidents Days Holiday – Offices Closed
02/22/2022	– Attended Meeting with Legal Counsel and Chief of Public Safety Regarding Renewal Updates of Stark County Commissioners Lease Agreement in Person at Sippo Lake Park Administration Office
02/23/2022	– Attended Closing for Zimber Ditch Property in Person at Cornerstone Real Estate