

STARK COUNTY PARK DISTRICT

PARK COMMISSION MEETING AGENDA

Tuesday, September 6, 2022 @ 2:00 P.M.

Exploration Gateway at Sippo Lake Park 5712 12th St. NW, Canton – Room A

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 – Chelsie Haupt, Human Resources Manager & Parker Spencer, Volunteer Coordinator

4. APPROVAL OF MINUTES

5. FINANCIAL REPORTS: July 2022

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

6. PAYROLLS & BILLS: July 2022

7. OLD BUSINESS

- A. Informational: 2023 Proposed Budget (Exhibit A)

8. NEW BUSINESS

- A. Resolution: #22-09-073: Deer Creek and Walborn Reservoirs Lease Agreement with the City of Alliance (Exhibit B)
- B. Resolution: #22-09-074: Deer Creek and Walborn Reservoirs Fish & Wildlife Management Agreement with the City of Alliance and the Ohio Department of Natural Resources (Exhibit C)
- C. Resolution: #22-09-075: Mutual Use Agreement with Stark County District Library: Exploration Gateway Atrium Digital Display (Exhibit D)
- D. Resolution: #22-09-076: 2022 Project List & Budget Amendment: Knickerbocker Farm Partition Fence Project (Exhibit E)
- E. Resolution: #22-09-077: 2022 Project List & Budget Amendment: Bates (Franklin) Schoolhouse Project
- F. Resolution: #22-09-078: Stark County Area Transportation Study (SCATS) Transportation Grant Applications
- G. Resolution: #22-09-079: Amendment to Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2022-2023 through the Ohio Parks & Recreation Association (OPRA)

9. DIRECTOR'S REPORT

- A. 2022 Project List & Budget
- B. Department Reports

10. EXECUTIVE SESSION

 X to consider the employment and compensation of a public employee, in accordance with Division (G) (1) of Section 121.22 of the Ohio Revised Code.

 X to consider the dismissal and compensation of a public employee, in accordance with Division (G) (1) of Section 121.22 of the Ohio Revised Code.

11. RECONVENE FROM EXECUTIVE SESSION

12. ADJOURNMENT

NOTE:

**NEXT REGULAR SCHEDULED MEETING: Tuesday, October 4, 2022
at 5:30 PM at the Exploration Gateway at Sippo Lake Park**

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: 2023 Proposed Budget

Please see attached (Exhibit A) for the 2023 Proposed Budget that was submitted to the Stark County Budget Commission on August 31, 2022.

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Deer Creek and Walborn Reservoirs Lease Agreement with the City of Alliance (Exhibit B)

RESOLUTION: #22-09-073

WHEREAS, the Stark County Park District currently leases real estate at the Deer Creek and Walborn Reservoirs from the City of Alliance for public park, recreational, and conservation activities; and

WHEREAS, said lease is for twenty-five years and is set to expire on or about December 27, 2022; and

WHEREAS, depending upon the results of current discussions with the City of Alliance, the Park District wishes to either renew the current lease upon the same terms or enter into a new lease with modified terms that are favorable to the Park District.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute a renewal of a lease for real estate at the Deer Creek and Walborn Reservoirs.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby alternatively authorized to execute a new lease agreement for real estate at the Deer Creek and Walborn Reservoirs.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to take any and all other actions necessary to accomplish the intent of this resolution.

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

DISCUSSION:

MOTION CARRIED on a vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Deer Creek and Walborn Reservoirs Fish & Wildlife Management Agreement with the City of Alliance and the Ohio Department of Natural Resources (Exhibit C)

RESOLUTION: #22-09-074

WHEREAS, the Stark County Park District currently leases real estate at the Deer Creek and Walborn Reservoirs from the City of Alliance for public park, recreational, and conservation activities; and

WHEREAS, in conjunction with said lease, the Park District also entered into a Fish & Wildlife Management Agreement with the City of Alliance and the Ohio Department of Natural Resources in 1999; and

WHEREAS, said management agreement is set to expire on January 5, 2023; and

WHEREAS, the Park District wishes to enter into an updated management agreement, to commence after the above expiration date.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute an updated Fish & Wildlife Management Agreement for the Deer Creek and Walborn Reservoirs.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to take any and all other actions necessary to enter into the above agreement.

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

DISCUSSION:

MOTION CARRIED on a vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Mutual Use Agreement with Stark County District Library: Exploration Gateway Atrium Digital Display (Exhibit D)

RESOLUTION: #22-09-075

WHEREAS, the Stark County Park District and the Stark County District Library occupy and conduct separate operations out of the Exploration Gateway, in accordance with the terms of a Cooperative Agreement and a Lease Agreement between the Park District and the Library; and

WHEREAS, the Exploration Gateway contains an atrium that is available for the common use of the Park District and the Library; and

WHEREAS, the Park District and the Library wish to define the terms of the installation and use of a digital display in said atrium; and

WHEREAS, the Park District and the Library intend to mutually use said display for their individual public marketing and communication purposes; and

WHEREAS, the Park District’s contribution to the digital display is estimated to be \$1,590.00 for a television, a mount, and electrical upgrades; and

WHEREAS, there are sufficient funds in the Parks Operating Budget to encumber and expend said estimated amount.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute a Mutual Use Agreement with the Stark County District Library for a digital display in the atrium of the Exploration Gateway.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute any and all other contracts and documents and to take any and all other actions necessary to ensure the successful installation and mutual use of said digital display.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that the encumbrance and expenditure of \$1,590.00 in funds in the Park Operating Budget for a television, a mount, and electrical upgrades for the digital display are hereby approved.

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

DISCUSSION:

MOTION CARRIED on a 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 Amendment: Knickerbocker Farm Partition Fence Project
(Exhibit E)

RESOLUTION: #22-09-076

WHEREAS, the Stark County Park District Board of Park Commissioners, via Resolution #22-02-022 (2022 Project List & Budget), approved funding in the amount of Fifty Thousand Dollars (\$50,000) for the installation of a wetland along the Middle Branch Trail at Faith Bible Church; and

WHEREAS, after recent negotiations with the Faith Bible Church property owner, a wetland is no longer needed at this site to complete the project; and

WHEREAS, Judith A. Knickerbocker, the apparent surviving owner of a farm in Lawrence Township, Parcel No. 2614040, has requested that the Stark County Park District participate in cost sharing for a partition fence in an amount not to exceed Fifteen Thousand Dollars (\$15,000.00), as provided in Chapter 971 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that the 2022 Project List & Budget is hereby amended to add the Knickerbocker Farm Partition Fence Project.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that a transfer of funds in an amount not to exceed Fifteen Thousand Dollars (\$15,000.00) from the Middle Branch Trail, Faith Bible Church, Wetland Installation Project to the Knickerbocker Farm Partition Fence Project is hereby authorized.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute any and all contracts and other documents and to take any and all other actions necessary to ensure the successful completion of the Knickerbocker Farm Partition Fence Project.

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

DISCUSSION:

MOTION CARRIED on a 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 Amendment: Bates (Franklin) Schoolhouse Project

RESOLUTION: #22-09-077

WHEREAS, the Stark County Park District Board of Park Commissioners, via Resolution #22-02-022 (2022 Project List & Budget), approved funding in the amount of Fifty Thousand Dollars (\$50,000) for the installation of a wetland along the Middle Branch Trail at Faith Bible Church; and

WHEREAS, after recent negotiations with the Faith Bible Church property owner, a wetland is no longer needed at this site to complete the project; and

WHEREAS, the Bates (Franklin) Schoolhouse requires immediate repair work, including miscellaneous brickwork, electrical work, caulking, power-washing, and asbestos abatement in an amount not to exceed Thirty Thousand Dollars (\$30,000.00); and

WHEREAS, the Board has already allocated Fifteen Thousand Dollars (\$15,000.00) to the Bates (Franklin) Schoolhouse project.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that the 2022 Project List & Budget is hereby amended to rename the Bates Schoolhouse Project the Franklin Schoolhouse Project.

BE IT FURTHER RESOLVED, a transfer of funds in an amount not to exceed Fifteen Thousand Dollars (\$15,000.00) from the Middle Branch Trail, Faith Bible Church, Wetland Installation project to the Franklin Schoolhouse project is hereby authorized.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute any and all contracts and other documents and to take any and all other actions necessary to ensure the successful completion of the work referenced above.

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

DISCUSSION:

MOTION CARRIED on a vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Stark County Area Transportation Study (SCATS) Transportation Grant Applications

RESOLUTION: #22-09-078

WHEREAS, the Stark County Area Transportation Study (SCATS) is accepting applications for transportation grants, including the Transportation Alternatives (TA), Congestion Management Air Quality (CMAQ), Surface Transportation Block Grant (STBG) and Carbon Reduction (CR) grants for the fiscal year budgets 2023-2027; and

WHEREAS, eligible projects are being considered for pedestrian and bicycle enhancement, historic, scenic, and environmental projects; and

WHEREAS, SCATS transportation grants provide Eighty Percent (80%) of Right-of-Way and construction project costs; and

WHEREAS, acceptance of such grants by the Stark County Park District would be contingent on the Twenty Percent (20%) matching funds being appropriated at the time of the grant award, in accordance with the Park District’s annual budgetary process; and

WHEREAS, the Park District desires to pave its multi-purpose trails that are high volume and high maintenance; and

WHEREAS, the Park District also desires to replace bridges along the Sippo Valley Trail that have been identified on the annual bridge inspection list as requiring improvements.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to apply for SCATS transportation grants for the paving of high traffic and high maintenance multi-purpose trails and for the replacement of bridges along the Sippo Valley Trail requiring improvements.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Commissioners that Daniel J. Moeglin, Executive Director, is hereby authorized to execute any and all documents and to take any and all other actions necessary to ensure the successful submission of applications for SCATS transportation grants for the purposes referenced above.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Commissioners that the Twenty Percent (20%) matching funds required for any SCATS transportation grant awarded to the Park District will be considered in accordance with the Park District’s annual budgetary process.

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

DISCUSSION:

MOTION CARRIED on a vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Amendment to Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2022-2023 through the Ohio Parks & Recreation Association (OPRA)

RESOLUTION: #22-09-079

WHEREAS, the Board of Park Commissioners (the Board) for the Stark County Park District has need for improvement of public park roadways owned and maintained by the Park District in Stark County; and

WHEREAS, the Park District was created according to Ohio Revised Code 1545, owns or holds at a minimum a 15-year lease of eligible parkland for roadwork funding, and has adequate, available resources for the construction and maintenance of requested park road improvements; and

WHEREAS, the Ohio Park Districts Roadwork Fund is provided by the Ohio Department of Transportation (ODOT) for such purposes as authorized by Ohio Revised Code 5511.06, is subject to the Park District Guidance To ODOT's Metropark Program as prescribed by ODOT, and is coordinated by the Ohio Parks & Recreation Association (OPRA); and

WHEREAS, the Board is cognizant of the requirements for receiving such funds, and agrees to comply with the OPRA Policy, as clarified at the Meeting on December 7, 2010, that the park districts are prohibited from accumulating more than 3 Bienniums (six years) of UNUSED funds; and

WHEREAS, the Board previously approved Resolution #21-04-028, prioritizing paving projects for funding through the Ohio Parks Districts Roadwork Fund in FY 2022-2023; and

WHEREAS, the Board's priorities for paving projects have now changed due to the Park District's maintenance needs; and

WHEREAS, the following is an amended list of priority paving projects for the 2022-2023 Biennium:

- Lock 4 Park along the Ohio & Erie Canal Towpath
- Devonshire Park North Parking Lot
- Quail Hollow Parking Lots and Driveway
- Olde Muskingum Trail – Butterbridge (West Lot)

NOW, THEREFORE, BE IT RESOLVED, that the Board of Park Commissioners of the Stark County Park District hereby adopts the above amended list of priority paving projects for the 2022-2023 Biennium and requests the designated allocation from the Ohio Parks Districts Roadwork Fund along with any remaining balance of funds in accordance with the following stipulations:

1. Funds can be used for materials and labor necessary for construction or reconstruction of park drives, park roads, new or replacement bridges, park access roads and parking lots. The funds also may be used for the purchase and hauling of materials for the improvement, repair and maintenance of park drives, park roads, park access roads, and parking lots, and rental of labor and equipment. Force account labor costs (charges by park district employees or associates) are ineligible. Ineligible costs include bikeways and items such as shelter houses, wells, pumps, restrooms facilities, park buildings,

etc. All projects must be associated with public vehicular access to be eligible for funding. Funds may be used for eligible construction costs, including construction engineering (i.e., testing and inspection) of "LET" projects.

2. The Park District will pay all costs incurred over the appropriated allocation and, also, for all costs associated with design, environmental studies and documents, and right-of-way activities. Any deviation from the guidelines regarding environmental studies or roadway design requires the written approval of ODOT.

3. The Stark County Park District has designated Daniel J. Moeglin, Executive Director, as the contact person for the local arrangements and to sign all documentation on behalf of the Board of Park Commissioners.

Board of Park Commissioners

Denise Freeland, Chairman of Park District

William L. Bartos, Clerk to the Board

, Board Member

Barbara Wells, Notary Public

, Board Member

Date: _____ Seal:

_____ 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: Executive Session

SUBJECT: Motion to Adjourn Into Executive Session

In accordance with Division (G)(1) of Section 121.22 of the Ohio Revised Code, I move that the Board enter into Executive Session, to include ***[name all individuals invited into the Executive Session]***, to consider:

1. the employment and compensation of a public employee; and
2. the dismissal and compensation of a public employee.