

**Stark County Park District Park Board - Regular Meeting Minutes**  
**Sippo Lake Clubhouse**  
**October 3, 2018**  
**Page 1 of 8**

**(AGENDA ITEM: 3)**

1. **CALL TO ORDER** – The regular meeting of the Stark County Park Commission was called to order by Andy Hayden at 2:00 p.m.

**A. Roll Call of Members:**

MEMBERS PRESENT:

Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

STAFF PRESENT:

Robert A. Fonte, Park Director/Secretary to the Board

Victoria Gill, Staff Accountant

Corianne Kocarek, Clerk to the Board

Sarah Buell, Projects and Administration Manager

Dani McGuinness, Human Resources Manager

Dan George, Chief of Public Safety

Justin Laps, Captain of Public Safety

Dave Pildner, Education Manager

Natalie Shingler, Ranger

GUESTS PRESENT:

None

**B. Adoption of Agenda**

P. Quick MOVED to adopt the agenda as amended, which was SECONDED by D. Freeland

**DISCUSSION:**

None.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

**C. Oath of Office – Ranger Natalie Shingler**

**DISCUSSION:**

- A. Hayden swore in Ranger Natalie Shingler under the Oath of Office of Ranger of the County Park District. Ranger Shingler attended the Policy Academy at Kent State University and has previously worked for the Villages of New Franklin and Apple Creek.

2. **PUBLIC COMMENT**

None.

3. **STAFF PRESENTATION – Dave Pildner, Education Manager**

D. Pildner reported the following to the Park Board regarding the Education and Enterprises Departments:

- Education Department delivers public programs, requested programs as well as community events
  - Public programming includes, kayaking, stand up paddle boarding, yoga, stand up paddle board yoga, hiking, biking, running, crafting, adventure kids and mega messy play, archery, summer

• **Reference 73**

- adventure camps as well as historic tours (Quail Hollow, Magnolia Mill and Molly Stark), nature and science topics, BioBlitz, Frogwatch USA, Bee School, star parties/astronomy, floating lab, nature series in conjunction with Natural Resources as well as Lights Out – Akron/Canton
- Requested programming includes, school partnerships with: Canton City, Canton Local, Jackson Local (new), Lake Local, Perry Local, Plain Local, Sandy Valley and Tuslaw Local. There are also other partnerships with the YMCAs of Central Stark County, Massillon and Navarre as well as other schools/organizations
- Annual community events include, Fall Fest, Summer Splash, Egg Hunt at Quail Hollow, Wild Outdoor Women Camp (WOW), Groundhog Day, Summer Serenades, American Recycles Day Contest (New) and the Sippo Lake Monster (new for 2019!)
- Enterprises Department Updates:
  - 2018: New supervisor (Steve Smith, hired in January), Stand Up Paddleboards were added to the Walborn Marina, as well as a part-time receptionist was added
  - 2019: Would like to offer “Corporate Retreats packages as well as possibly offer ADA kayak launches at both marinas
- D. Pildner also provided the board information on a new Mindfulness Walk being developed in partnership with Stark Mental Health and Recovery (StarkMHAR) at Petros Lake Park. The target date to have it open will be May 1, 2019. It will be one mile in length and include the Hickory Trail, Bluebird Trail and Loop Trail. The walk will promote mental health and inner peace. The next steps will be working to market the program
- **DISCUSSION:**
  - A. Hayden asked if the goal was to increase rentals. Do we know how we might do this?
  - D. Pildner stated that the department is talking about facility rentals and increasing the use of the rental space at the Exploration Gateway, Fry Shelter and at Quail Hollow
  - A. Hayden asked if this would be part of hosting corporate retreats.
  - D. Pildner said yes, we are bound by logistical problems at other locations, so we will pilot the program at the Exploration Gateway
  - B. Bryan asked to be kept involved in the opening of the Mindfulness Walk – he would help promote it at TimkenSteel (across the street)
  - S. Buell asked if D. Pildner was looking for help with ideas on the stations
  - D. Pildner stated that he has a write up of what the stations are, he has walked the trail with Stark MHAR and they are writing the instructions

#### 4. APPROVAL OF MINUTES:

**WHEREAS**, minutes from the September 5, 2018 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 September 5, 2018 Regular Park Board meeting as submitted.

B. Bryan MOVED to adopt this resolution, which was SECONDED by D. Freeland

**DISCUSSION:**

None.

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

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

#### 5. FINANCIAL REPORTS

**WHEREAS**, the monthly Financial Report and Summary Financial Report for the period ending August 31, 2018 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 August 31, 2018 as submitted.

- **Reference 74**

D. Freeland MOVED to adopt this resolution, which was SECONDED by P. Quick

**DISCUSSION:**

R. Fonte thanked the Finance Committee of S. Buell, V. Gill and C. Kocarek for their work to cover for B. Wells while she was off work the past 7 weeks

R. Fonte stated that Phase III of Tam O'Shanter is scheduled to close the end of 2019, there are two phases, a group that will close the end of 2018 and the remainder the end of 2019

A. Hayden asked about the grant from the Ohio Attorney General – Law Enforcement Body Armor Program

J. Laps responded that we applied through the Bureau of Workers Compensation and received a seventy-five percent (75%) grant to purchase 8 new vests. Any Ranger that did not receive a new vest last year will receive one this year

D. George stated that the award amount was \$5,200.00

A. Hayden asked how old was the oldest body armor?

D. George stated they are all less than 3 years old

A. Hayden asked how many Rangers are currently on staff?

D. George stated there are 14 rangers, 13 are full-time and 1 part-time

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

## 6. APPROVAL OF PAYROLLS AND BILLS

**WHEREAS**, copies of payroll and bills for the month of August 2018 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 August 31, 2018 as submitted.

B. Bryan MOVED to adopt this resolution, which was SECONDED by D. Freeland

**DISCUSSION:**

D. Freeland asked about lines 132 to 142 – are those for the Septic System at Fry Family Park?

V. Gill stated yes

R. Fonte stated the line items were for the sanitary sewer lines

D. Freeland asked about line 470 – Asbestos Abatement, what park was this?

S. Buell answered that it was at the Fry Family Park House, Stark Parks contracted it out separately because it was outside of the scope with Beaver Constructors, who was contracted to do the demolition of the inside

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

## 7. OLD BUSINESS

### A. Informational: Upcoming Events

**DISCUSSION:**

- A. Hayden asked what the Adventure Race was
- C. Kocarek answered that it is a partnership event with Kent State University at Stark, The University of Akron, Jackson-Belden Chamber of Commerce, Trailhead Canoe Livery, Ernie's Bicycle Shops and Stark Parks. Participants begin and end at St. Helena Park in Canal Fulton. They first run 2.2 miles down the Ohio and Erie Canal Towpath then Canoe or Kayak 3 miles then bike 5.2 miles
- A. Hayden asked about the next round of 5 Year Planning Meetings
- R. Fonte stated that the Regional Planning Commission (RPC) will report out what was heard at the 6 public meetings and through the one survey

- A. Hayden asked C. Kocarek to work with new board member, R. Dublikar to see if he can attend the Friends of Stark Parks Board meeting on November 14, 2018 in place of C. Ringer

**B. Informational:** Proposed E-Bike Regulations

- Attachment A: (Class 1 Only) Section 301 – Definitions Proposed
- Attachment B: (Class 1 Only) Section 373 – Bicycles and Motorcycles Proposed
- Attachment C: Section 301 Definitions Proposed
- Attachment D: Section 373 Bicycles and Motorcycles Proposed

**DISCUSSION:**

- R. Fonte stated that the attachments they received are in response to the Board inquiry and state law recommendations, along with recommendations from the Stark Parks Management Team
  - A. Hayden asked about the recommendations from the Rangers
  - J. Laps stated that speed control was a concern. The Park District needs to establish a speed limit on the trails. When the Park District hosted the Special Park District Forum (SPDF) last year, a Park District from Oakland, California had a fatality on a trail and as a result enacted a speed limit of 15 miles per hour. Enforcement of speed – if someone who can now go upwards of 20 miles per hour on a bike and are not used to that, that is where the issue is
  - A. Hayden asked about E-Bikes and restrictions
  - J. Laps stated the recommendations are to allow class 1 or class 2 on the trails unless local jurisdiction states otherwise. With Class 1 E-bikes, you still have to pedal, Class 2 E-bikes, there is a throttle, and there is a choice to have no manual input. In general the speeds and motors are the same. The Stark Parks Management team recommends going forward on a trial basis to allow Class 1 E-Bikes. There is concern that handi-capped or those who cannot pedal would not be allowed to use Class 2, according to the Department of Justice (DOJ) guidelines they can use Class 2, but general public would be limited to Class 1 only
  - A. Hayden complimented J. Laps on his excellent research and further commented that the state law is coming
  - J. Laps stated that Ernie’s Bicycle Shops are currently renting and selling E-bikes
  - A. Hayden stated going forward with Class 1 only, and asked what is currently being sold?
  - J. Laps stated that Mike at Gemini Bicycle Center only sells Class 1 and Ernie’s seems to only be selling Class 1 as well
  - R. Fonte stated that Stark Parks trails are not designed for vehicles to travel 30 miles per hour. On the west coast they are building separate trails just for E-bikes
  - A. Hayden stated that he test rode a Class 1 E-bike, and you really have to work to maintain 15-17 miles per hour. This could get a whole other population out and using the trails
  - R. Fonte stated that at the November Park Board Meeting the Board would vote and the ordinance would take effect on January 1, 2019 and the Board would re-evaluate in 12 months
  - J. Laps stated that the main changes are the 15 miles per hour speed limit and permitting Class 1 E-bikes only on multi-purpose trails. They would be prohibited on mountain bike specific trails, as well as natural surface (un-improved) trails
  - A. Hayden stated that the Board will review and bring forth any questions in November
- C. Informational:** Follow-up from September 5, 2018 Board Meeting: Website Maintenance Concern Reporting – Sarah Buell
- In response to the Park Board of Commissioners inquiry on a request for a button to report trail or other maintenance issues on the website:
    - From a website edit standpoint, we would certainly be able to create a button on the homepage where people could submit maintenance concerns just like they’re using the “contact us” button now. Our goal is to make sure the system for receiving and tracking maintenance concerns is stream-lined to most directly get concerns to the right people and have them addressed so the public is always satisfied with our response time.

• **Reference 76**

We know our current maintenance and tracking system is insufficient and it is the subject of a 2018 goal (objective charter 1.22) to research and propose an improved system.

- The Park District is currently pursuing a solution partnering with the Stark County Auditor to use a work-order management system that runs through a Geographic Information Systems (GIS). One component of this system allows members of the public to report issues from their mobile devices, which come encoded with location information, making it much more efficient for our crews to be able to respond. The Park District's Operations Department has been involved in this process, and are testing out options that the Auditor's office has prepared for us through the end of this year. The full roll-out of the system is roughly 6-8 months away, but we feel this approach is the best customer service solution.

**DISCUSSION:**

- A. Hayden stated that It might not just be for the operations department, it could be suggestions for marketing or education as well
- S. Buell stated, yes, but mainly for maintenance issues. The Sewer Department and the City of North Canton uses the County's GIS System to use the work management system
- A. Hayden stated if a supervisor has staff doing something else and a maintenance concern comes in at the same location they are at, they can get it taken care of at the same time and not send another crew out
- S. Buell stated that this is also another way the public can be geo-located and they can report what, where, when, etc. This could be a more integrated and efficient solution

**8. NEW BUSINESS**

**A. RESOLUTION: #18-10-049: Tax Levy Rate and Amount**

**WHEREAS**, the Stark County Budget Commission has submitted the Official Certificate of Estimated Resources for the fiscal year beginning January 1, 2019.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to accept the tax rate of 1.00 mil and the amount of Six Million Eight Hundred Eighty Five Thousand One Hundred and Seventy-Six Dollars (\$6,885,176.00) as determined by the Budget Commission.

D. Freeland MOVED to adopt this resolution, which was SECONDED by B. Bryan

**DISCUSSION:**

None.

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

**B. RESOLUTION: #18-10-050: NRAC Application: Tam O'Shanter Phase IV**

**WHEREAS**, grant funding is available from the Clean Ohio Conservation Fund program for the acquisition of open space in Stark County; and

**WHEREAS**, applications for said grant must be submitted to the Ohio Public Works Commission (OPWC) through Stark County's Natural Resources Assistance Council (NRAC) no later than October 5, 2018; and

**WHEREAS**, the goals of the grant program include supporting comprehensive open space planning, protecting habitat, preservation of water quality, linkages to open spaces, enhancement of economic development that rely on recreation and ecotourism, and enhancement of educational opportunities to the community; and

**WHEREAS**, the acquisition of the subject property, bounded by Fulton, Everhard and Hills and Dales Roads, in Jackson Township and referred to hereafter as the Jackson Township Property, is a component of the Stark County Park District Trail and Greenway Master Plan; and

- **Reference 77**

**WHEREAS**, the proposed grant request Two Million Two Hundred Thousand Dollars (\$2,200,000.00) will fund the fourth phase of the acquisition of the Jackson Township Property including approximately Forty Nine (49) acres; and

**WHEREAS**, the grant funds available in this round of NRAC funding are approximately Two Million Two Hundred Thousand Dollars (\$2,200,000.00); and

**WHEREAS**, a Twenty-Five Percent (25%) match is required for the grant in the form of cash, labor and/or in-kind contributions for a minimum total value of Seven Hundred Thirty Three Thousand Three Hundred and Thirty Three Dollars (\$733,333.00) for a total project amount of Two Million Nine Hundred Thirty Three Thousand Three Hundred and Thirty Three Dollars (\$2,933,333.00); and

**WHEREAS**, it is the Park District's intent to use eligible donated land value and donated services to cover the necessary match;

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to submit an application for a grant to OPWC for the Jackson Township Property acquisition for Phase IV in the amount of approximately Two Million Two Hundred Thousand Dollars (\$2,200,000.00) with a match of Seven Hundred Thirty Three Thousand Three Hundred and Thirty Three Dollars (\$733,333.00) and to sign any documents necessary to complete the project.

**BE IT FURTHER RESOLVED**, that in the instance where a cash outlay is necessary to complete the project, the Park Director will first obtain Board approval prior to any commitment of funds.

D. Freeland MOVED to adopt this resolution, which was SECONDED by P. Quick

**DISCUSSION:**

- R. Fonte apologized to the Park Board for sending along a resolution with so many blanks. The valuation was received on Tuesday at 3:00 p.m. The amounts were all within budget projections. This is the forth grant for the Tam O'Shanter property

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

**C. RESOLUTION: #18-10-051: Hazard Mitigation Grant Program FMA FY 2017 Betty Cowles**

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved Increment One (1) of the Hazard Mitigation Grant Program FEMA-DR-4098-OH in an amount not to exceed Seven Hundred Forty-Two Thousand Eight Hundred and Seventy-Five Dollars (\$742,875.00) with Resolution #: 14-10-067; and

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved Increment Two (2) of the Hazard Mitigation Grant Program FEMA-DR-4098-OH in an amount not to exceed Seven Hundred Fifty-Eight Thousand One Hundred Twenty-Five Dollars (\$758,125.00) with Resolution #15-04-025; and

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved Increment Three (3) of the Hazard Mitigation Grant Program FEMA-DR-4098-OH in an amount not to exceed Three Hundred Twenty-Two Thousand Five-Hundred Dollars (\$322,500.00) with Resolution #15-05-037; and

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved Increment Four (4) of the Hazard Mitigation Grant Program FEMA-DR-4098-OH in an amount not to exceed Three Hundred Thirty-Two Thousand Eighty-Eight Dollars (\$332,088.00) with Resolution# 16-09-046; and

**WHEREAS**, the Park District has received a Flood Mitigation Assistance (FMA) Severe Repetitive Loss (SRL) grant for the acquisition of the Cowles property, also known as Parcel #3605443; and

**WHEREAS**, the grant agreement is in the amount of Two Hundred and Seventy Six Thousand Dollars (\$276,000.00); and

**WHEREAS**, the grant is One Hundred Percent (100%) federally funded and no state or local match will be required.

**NOW, THEREFORE BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to designate Robert A. Fonte, Park Director, as agent and authorize the Park Director (agent) to sign/execute the grant agreement any paperwork necessary to complete the FMA FY 2017 SRL grant; and

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to amend the 2018 Budget and appropriations for Fund 696-Hazard Mitigation Grant Program by an amount not to exceed Two Hundred and Seventy Six Thousand Dollars (\$276,000.00) for the completion of the FMA FY 2017 SRL grant.

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

**DISCUSSION:**

- A. Hayden asked what part of Louisville this property was located in?
- S. Buell stated it is north of the creek, west of route 44

MOTION CARRIED on a vote as follows:

Voting Aye: Andy Hayden, Denise Freeland, Bill Bryan, Pat Quick

## 9. DIRECTOR'S REPORT

### A. 2018 Project List and Budget

**Discussion:**

- A. Hayden stated that the Board is still waiting on the top 10 spots of trail listing to be paved
- R. Fonte stated yes, staff is working on this
- A. Hayden stated the Route 43 Tunnel project looks good
- R. Fonte stated that Ohio Department of Transportation (ODOT) is thinking they will release the trail to Stark Parks in mid-October. They need to get railings up on the top of the walls. The right-of-way on the west side of the tunnel and a temporary easement on the east side is drafted
- A. Hayden asked if it will be connected this year
- R. Fonte answered that the goal is to work on the west side connection this year and the east side will be mowing and grading as well as signage

### B. Director's Report

- R. Fonte thanked the staff (S. Buell, V. Gill and C. Kocarek) again for working on the finance committee

## 10. EXECUTIVE SESSION

**BE IT RESOLVED**, to adjourn into Executive Session at 3:14 p.m. 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, 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 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 D. Freeland

MOTION CARRIED on a roll call vote as follows:

Voting Aye: Andrew Hayden, Denise Freeland, Bill Bryan, and Pat Quick

- **Reference 79**

## 11. RECONVENE FROM EXECUTIVE SESSION

**BE IT RESOLVED** to reconvene to Regular Session at 3:33 p.m.

D. Freeland MOVED to adopt this resolution, which was SECONDED by B. Bryan

MOTION CARRIED on a vote as follows:

Voting Aye: Andrew Hayden, Denise Freeland, Bill Bryan, and Pat Quick

## 12. ADJOURNMENT

**BE IT RESOLVED** to adjourn at 3:33 p.m. Next scheduled meeting: November 7, 2018 at 2:00 p.m. at the Sippo Lake Clubhouse.

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

MOTION CARRIED on a vote as follows:

Voting Aye: Andrew Hayden, Denise Freeland, Bill Bryan, Charlie Ringer and Pat Quick

**APPROVAL DATE:** November 7, 2018

ATTEST:

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Andy Hayden, Chairperson  
Stark County Park Commission

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

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Corianne Kocarek/Clerk to the Board  
Stark County Park District

• **Reference 80**