

**Stark County Park District Park Board - Regular Meeting Minutes**  
**Sippo Lake Clubhouse**  
**December 5, 2018**  
**Page 1 of 6**

**(AGENDA ITEM: 3)**

- 1. CALL TO ORDER** – The regular meeting of the Stark County Park Commission was called to order by Andy Hayden at 2:02 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  
Barbara Wells, Finance Manager  
Corianne Kocarek, Clerk to the Board

GUESTS PRESENT:

Robert F. Fay  
Patrick Dunn

**B. Adoption of Agenda**

B. Bryan MOVED to adopt the agenda as amended, 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

**2. PUBLIC COMMENT**

Robert Fay (council member), 2510 Dunkeith Drive and Patrick Dunn, 2520 Fox Hill Drive both of Hills & Dales Village. R. Fay provided background of the Hills & Dales Village, the village was started around 1920 and includes about 100 homes, and they have their own mayor as well as police force. T.K. Harris who designed Tam O'Shanter lived in the village. Many residents of the villages own businesses around the community and are supportive of the plan for rezoning and planning for the parks. Residents have raised a concern for the accelerated purchase timeline. The community members have met with C. Bennell and want to make sure they continually have a good relationship with the Park. As they understand:

- The plan includes a passive park – 200 acres on the south side will not include ball and/or soccer fields, those will be included along the commercial (north side) of the property
- There will not be a road through the park and the entrance on Hills and Dales would stay the same

R. Fonte stated that the schedule was always to close on phase one (94 acres) of the project in 2018, scheduled for December 28, 2018. A meeting is scheduled with the principles and developers tomorrow. Phases two and possibly three are scheduled into next year. The plan does not include a through street from Hills & Dales to Fulton Road. The Park does not want to promote cross traffic from the active commercial into the passive recreation. The footprint has changed, Tam O'Shanter is now selling 20 acres to Jackson Township, making the Township's total acreage 40 (all on the north side of the property, right up against the commercial side). Those 20 acres were swapped for 8 acres on the east side of the property bringing the Park District's total acreage to 193. The Park District already owns land across Wackerly Drive. The meeting being held tomorrow will finalize the layout/design of the property. The master planning process will help layout plans of what the public wants to see at the park, it should be completed by June of 2019. Activities could include ziplines, nature play or traditional playgrounds. In

- **Reference 87**

2019, The Park District will begin plans for reforestation and utilizing existing cart paths for public access.

R. Fay asked about mowing along Hills & Dales

R. Fonte stated that the Park District mows about 24-28 weeks per year and would mow between the road and fence at this frequency depending on weather

R. Fay stated that the residents of the village want to have a partnership with the Park District

R. Fonte stated that we want the view shed to be attractive. The Park District will buy the largest trees possible, not just saplings, prairie grasses and wild flowers

R. Fay restated that all activities will be done in accordance with the restrictions

R. Fonte said that if the Park District were to do something that is not allowed according to the restrictions, they would need to pay double back for the monies received. D. George has met with the police chief of Hills & Dales to coordinate security plans. The Park District wants to be a good neighbor and partner

R. Fay stated that if there was a specific fund that was in support of Tam O'Shanter, he could draw up support from the residents to donate

R. Fonte stated that the first priority would be replacing the aging out larger trees along Hills & Dales Avenue, the Park District is willing to accept donations if there are items that residents would like to see be accelerated from the Master Plan

R. Fay stated they have a "Park Fund" that neighbors contribute to currently

R. Fonte stated that the Park District will be publicizing the phases as soon as possible and hopes to begin site development in 2019. Currently the District is trying to find buyers for the greens, but that is a tough market. Many of the changes will not be pretty, but the hope is that the public will be more than happy with the outcomes. Many park districts have acquired former golf courses and not opened them for 5 years, but the Park District wants people to be able to enjoy the property and see all of the steps it takes to restore. The Park District has a meeting scheduled for later this month to talk internally about short-term plans for items like sled riding

R. Fonte further stated he would be happy to come to a village council meeting to talk about the project

P. Dunn asked if there were any plans for the clubhouse on the property

B. Fonte stated that that will be addressed during the planning process, the Park District is aware that it needs a new roof

R. Fay stated he knew they had an auction and sold all of the mowers, what will this mean for the other phases of the project?

R. Fonte stated that the Park District is working with the landowner on a lease to protect both parties and to take care of mowing that property until closing later next year

R. Fay thanked the Park Board for the opportunity to speak, this is a positive solution for the property

### 3. APPROVAL OF MINUTES:

**WHEREAS**, minutes from the November 7, 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 November 7, 2018 Regular Park Board meeting as submitted.

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

#### DISCUSSION:

None

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

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

### 4. FINANCIAL REPORTS

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

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

**DISCUSSION:**

A. Hayden asked for clarification on page 2 – 63% expended as of December?

B. Wells stated that is through October

R. Fonte stated that there are a couple of big numbers that need to clear

A. Hayden inquired about the Body Armor Grant – was the money received all at once?

B. Wells stated that the money has not been received yet, the Public Safety Department is waiting until the shelf life expires for vests to purchase

R. Fonte stated that the Park District was notified of receipt of the grant in September

B. Wells stated the grant is reimbursable

A. Hayden confirmed that the money needs to be spent by June

B. Wells agreed

A. Hayden asked for an update regarding the Deer Creek Boat Ramp

R. Fonte stated that we picked the wettest 5 weeks to construct, but the courtesy dock was installed and parking lot has been graded. The Park District will need to work with the City of Alliance on another timeframe next year to lower the water. If the Park District would have to cofferdam it, it would add \$100,000-\$150,000, so we will continue trying to work with mother nature on the project

MOTION CARRIED on a vote as follows:

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

**5. APPROVAL OF PAYROLLS AND BILLS**

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

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

**DISCUSSION:**

A. Hayden asked for an example of what is provided by PeopleFacts for background checks. This will be provided to the Board in a follow-up

MOTION CARRIED on a vote as follows:

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

**6. OLD BUSINESS**

**A. Informational:** Upcoming Events

**DISCUSSION:**

None

**B. Informational:** Donation Policy – Exhibit A

**DISCUSSION:**

R. Fonte stated this is for your review and voting on in January and distributed updates for their consideration

**7. NEW BUSINESS**

**A. RESOLUTION: #18-12-053: Exploration Gateway Capital Replacement Fund**

**WHEREAS**, as part of the agreement for the Exploration Gateway Building (EG) between the Stark County Park District (Park) and the Stark County District Library (Library) there is a Capital Replacement Fund (Fund) in place; and

• **Reference 89**

**WHEREAS**, the 2018 budgeted amount to be transferred to the Fund is Twenty Seven Thousand Six Hundred Eighty Four Dollars and Forty Six Cents (\$27,684.46).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to transfer Twenty Seven Thousand Six Hundred Eighty Four Dollars and Forty Six Cents (\$27,684.46) for the Exploration Gateway Capital Replacement Fund from 072.28.0000.82100 (Transfers Out) to 529.28.0000.72100 (Transfers In).

P. Quick MOVED to adopt this resolution, 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

**DISCUSSION:**

R. Fonte stated that the fund was set up in partnership with the Stark County District Library and Stark Parks, each entity contributes a dollar amount for capital expenditures each year, averaging about \$10,000.

A. Hayden asked if the fund was for items like the roof, air conditioner, etc.

R. Fonte answered yes, the idea is that the money is there when it is needed

**B. RESOLUTION: #18-12-054: White Property Lease**

**WHEREAS**, the current tenant, park employee, Justin Laps is continuing to lease the “White” Property in order to meet the needs of having a presence on the property as well as assist with the maintenance of the property; and

**WHEREAS**, based on mutual agreement, the Park District and Justin Laps have agreed to renew the one-year lease at the market rate of Six Hundred Dollars per month (\$600.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to sign the lease agreement approved to legal form and sufficiency by Attorney William Morris.

B. Bryan MOVED to adopt this resolution, 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

**DISCUSSION:**

A. Hayden asked if this where Ranger Captain, Justin Laps resides?

R. Fonte stated yes, J. Laps lives on the property and the lease is reviewed each year

A. Hayden asked about the location, is it in Marlboro Township?

R. Fonte answered yes, next to the eagles nest

**C. RESOLUTION: #18-12-055: 2019 Proposed Budget**

**WHEREAS**, the Stark County Park District Park Board submitted to the Budget Commission a 2018 Budget on August 17, 2018; and

**WHEREAS**, revisions are routinely made to the Legislative Budget previously submitted to the Budget Commission.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to accept the revisions and adopt the 2019 Operating Budget dated December 5, 2018 attached as Exhibit B.

**BE IT FURTHER RESOLVED**, to authorize the appropriation of the 2019 Operating 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 2019 Operating 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 cost does not exceed the original operating budget.

• **Reference 90**

**BE IT FURTHER RESOLVED**, to authorize the Park Director to sign/execute any contracts necessary to complete the 2019 Operating Budget.

**BE IT FURTHER RESOLVED**, to authorize the appropriation of funds for Fund 696 (Hazard Mitigation Grant Program) from the Project Fund Account 696.28.0000.65000 for the completion of the Hazard Mitigation Grant Programs.

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

MOTION CARRIED on a roll call vote as follows:

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

#### **DISCUSSION:**

R. Fonte stated that typically the Park Board adopts the Operating Budget each year in December and the Project Budget in February. The park district is always being strategic where monies are allocated. Up to 1.8 million will be used for Tam O'Shanter, \$417, 000 for the Iron Horse Trail through Mount Union's campus, land acquisition in Canal Fulton (Donzelli property) will include \$500,000 for restoration work

A. Hayden asked if there is more staffing needed for the next year

R. Fonte answered that normally the Park Board would see them today, but since we are being conservative, the Board will see those in the form of Projects (in February)

R. Dublikar asked for clarification regarding salary increases

R. Fonte stated that the Park District does not do "cost of living" raises – only performance based raises. Between the vacancies all raises are included in the salary budget (they range from zero to 6%, with an average of 2-3%)

A. Hayden questioned the probationary ranger hourly rates

R. Fonte stated that the rangers have a one-year probationary period, and this is included in the budget

A. Hayden asked why the part-time ranger hourly rate is lower than the full-time ranger probationary rate

R. Fonte answered that is the market value for the position at that level

### **9. DIRECTOR'S REPORT**

A. 2018 Project List and Budget

#### **Discussion:**

A. Hayden asked for an update on the Market St. Tunnel

R. Fonte stated that the crews are working on the west side, but given all the rain, it is wet, on the east side a temporary easement has been recorded, the Church permanent easement waiting for signature, not objections noted and Edgewood permanent easement waiting for plat approvals. R. Fonte also addressed a Letter to the Editor from the past week that remarked the tunnel was an "unsafe location" – the tunnel include cameras, lights as well as Ranger patrol – it is similar to the other tunnel by Walsh University

B. Director's Report

R. Fonte updated the Park Board on the following:

- Fry Family Park – "struck" water at 25 gallons per minute, 1 grain of hardness, 6 weeks for lab results for heavy metals
- Trail perpetrator went to Grant Jury and two victims, as well as our ranger testified resulting in charges being filed (victims were appreciative of our efforts)

•

### **10. EXECUTIVE SESSION**

• **Reference 91**

**BE IT RESOLVED**, to adjourn into Executive Session at 3:05 p.m. to consider the 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 and to discuss matters required to be kept confidential state statutes pursuant to division (G) (5) of this section of the ORC.

P. Quick 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 3:34 p.m.

R. Dublikar 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 3:34 p.m. Next scheduled meeting: January 2, 2019 at 2:00 p.m. at the Sippo Lake Clubhouse.

P. Quick MOVED to adjourn the meeting, which was SECONDED by R. Dublikar

MOTION CARRIED on a vote as follows:

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

**APPROVAL DATE:** January 2, 2019

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 92**