

**Stark County Park District Park Board – Regular Meeting Minutes**  
**Sippo Lake Clubhouse**  
**January 2, 2019**  
**Page 1 of 13**

**(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, 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

**B. Adoption of Agenda**

D. Freeland MOVED to adopt the agenda as amended, which was SECONDED by B. Bryan

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

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

**C. Informational** – Appointments of Commissioners to the Stark County Park Board

- Probate Judge Dixie Park has re-appointed William Bryan for a full three-year term of office as a Commissioner of the Stark County Park District Board commencing on January 1, 2019 and expiring on December 31, 2021.

**D. Informational** – Park Board Policy Manual (PBPM): Receipt from New and Reappointed Commissioners documenting they have received and read the Board Governance Process

- New and Re-appointed Commissioners are required to sign 6.2 of the PBPM that deals with the Board Governance Process. We will have printed copies for signatures at the meeting.
- The Park Board Policy Manual is located in the Stark Parks Resources folder with a file name of Policy Manual. Section 6.0 and 6.1 are the pages that discuss the Board Governance Process.

**E. RESOLUTION: #19-01-001: Election of Officers: Chairperson**

**WHEREAS**, it is necessary for the Stark County Park District Board of Park Commissioners to make a motion to nominate a member as Chairperson of the Stark County Park Board.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to elect Andy Hayden as Chairperson of the Stark County Park Board.

B. Bryan MOVED to adopt this resolution, which was SECONDED by R. Dublikar

**DISCUSSION:**

B. Bryan stated the Chairperson should be by seniority

▪ **Reference 1**

MOTION CARRIED on a vote as follows:

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

## **F. Resolution #19-01-002: Election of Officers: Vice-Chairperson**

**WHEREAS**, it is necessary for the Stark County Park District Board of Park Commissioners to make a motion to nominate a member as Vice-Chairperson of the Stark County Park Board.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to elect Denise Freeland as Vice-Chairperson of the Stark County Park Board.

P. Quick 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, Ralph Dublikar, Pat Quick

## **G. Resolution #19-01-003: Adoption of Proposed 2019 and January 2020 Board Meeting Schedule**

**WHEREAS**, the following is a list of proposed meeting dates for 2019 and January 2020:

- Wednesday, February 13, 2019 at 2:00 PM
- Wednesday, March 6, 2019 at 2:00 PM
- Wednesday, April 3, 2019 at 2:00 PM
- Wednesday, May 1, 2019 at 2:00 PM
- Wednesday, June 5, 2019 at 2:00 PM
- Wednesday, July 3, 2019 at 2:00 PM
- Wednesday, August 7, 2019 at 2:00 PM
- Wednesday, September 4, 2019 at 2:00 PM
- Wednesday, October 2, 2019 at 2:00 PM
- Wednesday, November 6, 2019 at 2:00 PM
- Wednesday, December 4, 2019 at 2:00 PM
- Wednesday, January 8, 2020 at 2:00 PM

**NOW, THEREFORE, BE IT RESOLVED** by the Stark County Park District Board of Park Commissioners to adopt the 2019 and January 2020 Board Meeting Schedule as listed above.

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

### **DISCUSSION:**

R. Fonte stated the board meeting dates are typically the first Wednesday of the month, but many staff members will be attending the Ohio Parks and Recreation Conference on February 6, so it is recommended to move that meeting to the following Wednesday.

MOTION CARRIED on a vote as follows:

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

## **H. Resolution #19-01-004: Appointment of Member to Friends of Stark Parks Board of Trustees**

**WHEREAS**, it is necessary to appoint a Park Board Commissioner or a designated representative to represent the Park Board on the Friends of Stark Parks Board of Trustees; and

- **Reference 2**

**WHEREAS**, the Friends of Stark Parks meeting schedule for 2019 is as follows:

- Wednesday, January 9, 2019
- Wednesday, February 13, 2019
- Wednesday, March 13, 2019
- Wednesday, April 10, 2019 (Sippo Clubhouse)
- Wednesday, May 8, 2019
- Wednesday, June 12, 2019
- Wednesday, July 10, 2019
- Wednesday, August 14, 2019
- Wednesday, September 11, 2019
- Wednesday, October 9, 2019
- Wednesday, November 13, 2019
- Wednesday, December 11, 2019

**WHEREAS**, all meetings begin at 4:00 pm and are held at the Exploration Gateway unless otherwise noted; and

**WHEREAS**, from time to time the Friends of Stark Parks Board of Trustees conducts an electronic vote to facilitate an action by the Friends of Stark Parks Board of Trustees and since polling the Stark County Park District Board of Park Commissioners for a consensus on such vote would, in the opinion of legal counsel, be a violation of the Sunshine Law.

**NOW, THEREFORE BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to rotate the Stark County Park District Board of Park Commissioners representative to the Friends of Stark Park Board of Trustees as follows, subject to change by mutual agreement:

- Wednesday, January 9, 2019: Pat Quick
- Wednesday, February 13, 2019: Denise Freeland
- Wednesday, March 13, 2019: Ralph Dublikar
- Wednesday, April 10, 2019: Andy Hayden
- Wednesday, May 8, 2019: Bill Bryan
- Wednesday, June 12, 2019: Pat Quick
- Wednesday, July 10, 2019: Denise Freeland
- Wednesday, August 14, 2019: Andy Hayden
- Wednesday, September 11, 2019: Bill Bryan
- Wednesday, October 9, 2019: Ralph Dublikar
- Wednesday, November 13, 2019: Pat Quick
- Wednesday, December 11, 2019: Denise Freeland

**BE IT FURTHER RESOLVED**, to designate the Stark County Park District Board of Park Commissioners Chairperson as the voting member for all electronic votes by the Friends of Stark Parks Board of Trustees.

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

**DISCUSSION:**

A. Hayden requested to keep the same rotation as 2018

MOTION CARRIED on a vote as follows:

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

▪ **Reference 3**

## **I. Resolution #19-01-005: Appointment of a Representative and an alternate to the Stark County Regional Planning Commission**

**WHEREAS**, the Stark County Park District Board of Park Commissioners by Resolution#: 14-01-006 entered into a Resolution of Cooperation with Stark County Regional Planning Commission (SCRPC); and

**WHEREAS**, the Stark County Park District Board of Park Commissioners in accordance with said Resolution shall make an annual payment of Two Thousand Dollars (\$2,000.00) and shall appoint a representative and an alternate.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, the Park District representative and Projects and Administration Manager, Sarah Buell, as alternate.

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the annual payment of Two Thousand Dollars (\$2,000.00) in accordance with the approved 2018 Budget (Resolution #: 17-12-075).

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

### **DISCUSSION:**

A. Hayden asked how often the Stark County Regional Planning Commission meets

R. Fonte answered the Commission meets once per month and the Executive Committee meets quarterly. R. Fonte further clarified this resolution also authorizes the annual payment

MOTION CARRIED on a vote as follows:

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

## **J. Resolution #19-01-006: Appointment of Alternate(s) to Stark County Area Transportation Study (SCATS) Policy Committee**

**WHEREAS**, the Stark County Park District Board of Park Commissioners authorized signing a Resolution of Cooperation with the Stark County Regional Planning Commission with Resolution #: 14-01-006; and

**WHEREAS**, the Stark County Area Transportation Study (SCATS) Policy Committee is a sub-division of the Stark County Regional Planning Commission; and

**WHEREAS**, the SCATS Policy Committee is comprised of county officials, mayors, a township representative and representatives from Ohio Department of Transportation (ODOT), the Stark Area Regional Transit Authority (SARTA), the TAC Chair and the CAC Vice-Chair; and

**WHEREAS**, the SCATS Policy Committee is responsible for the basic non-technical policies, adopting the Transportation Plan and Transportation Improvement Program and approving the budget; and

**WHEREAS**, the SCATS Policy Committee revised their policy to include the Stark County Park District as a member and designated the Stark County Park District Board of Park Commissioners Chairperson as a voting representative to the SCATS Policy Committee; and

**WHEREAS**, The SCATS policy allows for the appointment of an alternate(s) to attend meetings and vote on behalf of the designated voting member.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, as first alternate to the Park Board Chairperson and to appoint Projects and Administration Manager, Sarah Buell, as second alternate to the Park Board Chairperson; and

**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 continued membership to the Stark County Area Transportation Study (SCATS) Policy Committee.

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

▪ **Reference 4**

**DISCUSSION:**

A. Hayden asked if there was a yearly charge to belong to Stark County Area Transportation Study (SCATS)?

R. Fonte stated, yes, but it is taken out of the local government fund [sic] – (R. Fonte’s response was based on confusion and thinking the Board was referring to Stark Council of Governments (SCOGS) – there is no fee for SCATS)

MOTION CARRIED on a vote as follows:

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

**K. Resolution #19-01-007: Stark Council of Governments (SCOGS) Representation**

**WHEREAS**, the Stark County Park District Board of Park Commissioners authorized an agreement to join SCOG with Resolution #: 99-014; and

**WHEREAS**, as a Member of the Stark County Council of Governments (SCOG) the Board of Park Commissioners is entitled to at least one (1) representative but no more than three (3) representatives; and

**WHEREAS**, if the Board of Park Commissioners appoints more than one (1) representative they must advise SCOG of the respective voting authority of the representatives in accordance with the “By Law of the Stark Council of Governments” as amended.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, as the Park District representative having full voting authority on behalf of the Stark County Park District and Chief, Dan George, as a second representative of the Park District having full voting authority in the Park Director’s absence.

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

**DISCUSSION:**

R. Donte stated that D. George is a second representative because it is more safety related issues, for example the Crime Lab and Radio System

MOTION CARRIED on a vote as follows:

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

**2. PUBLIC COMMENT**

Robert Fay (council member), 2510 Dunkeith Drive of the Village of Hills & Dales. R. Fay stated that he saw in the newspaper regarding the closing on 94 acres at Tam O’Shanter on December 28, 2018. R. Fay invited R. Fonte as well as any member of the Board of Park Commissioners to the next Village of Hills & Dales meeting on February 13 at 4 p.m. at the Village hall (2200 Dunkeith Dr. NW). The Village is interested in a partnership with the Stark County Park District. A. Hayden asked if Stark Parks was already on the agenda for this meeting. R. Fay stated no, but they would like to meet as soon as possible, the next meeting is on April 10, 2019. R. Fonte agreed to attend the February 13, 2019 meeting. A. Hayden stated he will try to attend as well. R. Fay questioned the statement in the newspaper about Jackson Township buying from Stark Parks. R. Fonte stated that R. Fay’s notes were correct, the newspaper was incorrect, Jackson Township is purchasing 20 acres directly from the seller, the newspaper has been notified for a correction.

**3. APPROVAL OF MINUTES:**

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

R. Dublikar MOVED to adopt this resolution, which was SECONDED by P. Quick

**DISCUSSION:**

None

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

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

#### 4. FINANCIAL REPORTS

**WHEREAS**, the monthly Financial Report and Summary Financial Report for the period ending November 30, 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 November 30, 2018 as submitted.

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

##### DISCUSSION:

R. Fonte stated the board will vote on approving the Summary Financial Report as amended for audit due to an error in the 2018 Budget formula calculations, the remainder of the document is the same

A. Hayden asked about the acquisition/demolition of the property in Louisville

R. Fonte stated that is another FEMA grant similar to the work done at the Zimber Ditch properties in North Canton

MOTION CARRIED on a vote as follows:

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

#### 5. APPROVAL OF PAYROLLS AND BILLS

**WHEREAS**, copies of payroll and bills for the month of November 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 November 30, 2018 as submitted.

D. Freeland MOVED to adopt this resolution, which was SECONDED by R. Dublikar

##### DISCUSSION:

P. Quick asked about what the nail polish was used for

B. Wells stated it is a color coding system for rehabilitation animals at the Wildlife Conservation Center, it does not come off like normal nail polish you can buy at other retail stores

MOTION CARRIED on a vote as follows:

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

#### 6. OLD BUSINESS

##### A. Informational: Upcoming Events

##### DISCUSSION:

R. Fonte apologized to the Park Board for the last-minute invitation to the dedication of the Gazebo and Flight Cage. There was a decent turn out despite the weather

##### B. Informational: 2018 BikeSmart Review

##### DISCUSSION:

A. Hayden stated the statistics of the program were very well presented. To check out a bike; it's free with a library card or if you do not have a library card you can use a credit card. The new application helped with GPS tracking of the bikes

R. Fonte stated, yes, the GPS tracking gives more data points of where people are taking the bicycles too

▪ **Reference 6**

A. Hayden asked if the event at the Cherry Street SARTA was unveiled after the new technology was implemented

R. Fonte answered, yes, this is the seventh location, and there is also interest from other business and tourist destinations, like the Hall of Fame Village to expand the program

A. Hayden asked what the cost is if you pay?

B. Wells stated that Stark Parks pays \$18,000.00 for our share of the program, it is \$1.00 for every 30 minutes, \$2.00 per hour and \$24.00 maximum per day

### **C. Informational: 2019 Holiday Schedule**

#### **DISCUSSION:**

R. Fonte stated that in the absence of a Board Policy, the Park District falls back on the Commissioners Policy

### **D. Informational: Park Organizational Charts**

#### **DISCUSSION:**

None

## **7. NEW BUSINESS**

### **A. RESOLUTION: #19-01-008: Donation Policy (Exhibit D)**

**WHEREAS**, the Stark County Park District accepts donations; and

**WHEREAS**, it was determined by the Park Director and the Grant Writer and Event Coordinator that a donation policy be created; and

**WHEREAS**, the Donation Policy was presented to the Park Board at the December Board meeting held on December 5, 2018; and

**WHEREAS**, the policy is attached as Exhibit D.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the Donation Policy as attached in Exhibit D.

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

#### **DISCUSSION:**

A. Hayden stated that the donation policy spells out what we will accept, what we will not and the process for donating

MOTION CARRIED on a roll call vote as follows:

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

### **B. RESOLUTION: #19-01-009: Request for Advance of Taxes**

**WHEREAS**, in order for the Park District to obtain tax revenues early in the year, an executed "Request for Advance of Taxes Collected" is required; and

**WHEREAS**, it is advantageous to the Park District to submit said requests weekly until all funds have been distributed.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the submission of a "Request for Advance of Taxes Collected" by the Park Director, Robert A. Fonte, and/or Financial Manager, Barbara G. Wells, as needed until all funds collected have been distributed.

D. Freeland MOVED to adopt this resolution, which was SECONDED by R. Dublikar

#### **DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:

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

▪ **Reference 7**

### **C. RESOLUTION: #19-01-010: Transfer of Previous Year(s) Certificates**

**WHEREAS**, any funds remaining on a certificate (encumbrance) that are closed following the certification year(s), are now automatically added back into the unencumbered balance in the same master account by the Auditor; and

**WHEREAS**, it is the recommendation of the Park Director to transfer these remaining unencumbered master account balances to the master account of *Project Fund Unallocated* until such time as the Board decides to appropriate these funds to specific projects in the year 2019.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to transfer funds to the master account Project Fund Unallocated (072.28.0000.65000) as these funds become available throughout the year 2019.

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

#### **DISCUSSION:**

R. Fonte stated that the Park District does not want to spend money that is appropriated from a prior year certificates. The Park Board is asked to approve and allocate the money where it is needed, this process has been followed for approximately the last 10 years.

MOTION CARRIED on a roll call vote as follows:

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

### **D. RESOLUTION: #19-01-011: Project: Faith Bible Church**

**WHEREAS**, the Stark County Park District is under contract with Environmental Design Group to have a model of the wetland detention basin installed in exchange for a trail easement through the Faith Bible Church property; and

**WHEREAS**, the Park Director, Robert Fonte, has determined that additional design work is needed in order to redesign the wetland detention basin without a point source discharge; and

**WHEREAS**, the Stark County Park District has a purchase ordered encumbered for Four Thousand Eight Hundred Seventy Dollars (\$4,870.00); and

**WHEREAS**, an additional Eight Hundred Dollars (\$800.00) is needed to remodel the wetland detention basin.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the reallocation/transfer of funds in an amount not to exceed Eight Hundred Dollars (\$800.00) from Project Fund-Unallocated (072.28.0000.65000) to the Capital Outlay-Design Engineering (072.28.1000.65202) for the completion of the remodel of the wetland detention basin.

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

#### **DISCUSSION:**

R. Fonte stated that upon his review of the design he saw an opportunity to create a place to create a point of discharge that would eliminate the need for multiple property easements

A. Hayden asked if this was just to change the design

R. Fonte stated yes

MOTION CARRIED on a roll call vote as follows:

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

▪ **Reference 8**



## **E. RESOLUTION: #19-01-012: Grant Acceptance: Body Armor Vests**

**WHEREAS**, the Stark County Park District applied for a grant through the Ohio Attorney General's Ohio Law Enforcement Body Armor Program for eight (8) new vests and eight (8) new carriers in September of 2018; and

**WHEREAS**, Stark County Park District was awarded project reimbursement in the amount of Seventy Five Percent (75%) of the total project costs and the project total is Seven Thousand and Eight Dollars (\$7,008.00).

**WHEREAS**, by the Stark County Park District Board of Park Commissioners accepts the grant award in the amount of Five Thousand Two Hundred and Fifty Six Dollars (\$5,256.00); and

**WHEREAS**, the amount Stark County Park District is responsible for payment is One Thousand Seven Hundred Fifty Two Dollars (\$1,752.00).

**WHEREAS**, the grant award acceptance and requests for reimbursement are due by June 30, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the Stark County Park District Board of Park Commissioners accepts the grant award and amend the 2019 Budget in an amount not to exceed Five Thousand Two Hundred and Fifty Six Dollars (\$5,256.00).

**BE IT FURTHER RESOLVED**, authorize the transfer Seven Thousand and Eight Dollars (\$7,008.00) from the Project Fund-Unallocated (072.28.0000.65000) to Supplies and Materials-Operating-Law Enforcement (072.28.1011.63110) to purchase of body armor vests and carriers and to accept the reimbursement of funds from the Ohio Attorney General in the amount of Five Thousand Two Hundred and Fifty Six Dollars (\$5,256.00).

P. Quick MOVED to adopt this resolution, which was SECONDED by R. Dublikar

### **DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:

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

## **F. RESOLUTION: #19-01-013: Unencumbered Expense: Central Allied**

**WHEREAS**, the Stark County Park District Board of Park Commissioners authorized the request of funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2016-2017 through the Ohio Parks & Recreation Association (OPRA) with Resolution #: 15-03-020; and

**WHEREAS**, Stark County Park District Board of Park Commissioners to certify an amount not to exceed One Hundred Seventeen Thousand Forty Nine Dollars and Sixty Five Cents (\$117,049.65) with #17-01-013 for the Fry Family Park Paving Project in the 2017 Budget.

**WHEREAS**, and additional amount of asphalt was needed to complete the project and was authorized by a Stark Parks staff.

**WHEREAS**, ODOT will only pay One Hundred Seventeen Thousand Forty Nine Dollars and Sixty Five Cents (\$117,049.65) leaving a balance of Two Hundred Eight Seven Dollars and Thirty-One Cents (\$287.31) that the Stark County Park District is required to pay.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a payment of a non-encumbered expense in the amount of not to exceed Two Hundred Eight Seven Dollars and Thirty-One Cents (\$287.31) for the Fry Family Park Paving Project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the allocation of Two Hundred Eight Seven Dollars and Thirty-One Cents (\$287.31) from the Project Fund-Unallocated 072.28.0000.65000 for the Fry Family Park Paving Project to 072.28.1013.65300 (Capital Outlay-Improvements Other Than Buildings).

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

▪ **Reference 9**

**DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:

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

**G. RESOLUTION: #19-01-014: Tam O'Shanter Property Project**

**WHEREAS**, the Stark County Park District Board of Park Commissioners authorized the purchase of the Tam O'Shanter Property from: #18-02-013: 2018 Project List and Budget; and

**WHEREAS**, the Stark County Park District has immediate needs to begin the process of opening the park to the public; and

**WHEREAS**, it has been determined the immediate needs are as follows: temporary signage, temporary restroom facilities, re-keying facility locks, and other property needs in an amount not to exceed Ten Thousand Dollars (\$10,000.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in the amount of not to exceed Ten Thousand Dollars (\$10,000.00) for the Tam O'Shanter Property Project from the Project Fund-Unallocated (072.28.0000.65000) to the appropriate accounts as the project progresses in 2019.

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

**DISCUSSION:**

R. Fonte stated that normally items like this would come out of the Project Budget in February, but with opening the property, there are some items that need completed immediately

MOTION CARRIED on a roll call vote as follows:

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

**H. RESOLUTION: #19-01-015: Clean Ohio Trail Fund Application Filing Deadline February 1, 2019**

**WHEREAS**, Stark County Park District desires financial assistance under the Clean Ohio Trail Fund (COTF) Grant Program to develop either The Olde Muskingum Trail Phase II or The Iron Horse Trail Phase IV; and

**WHEREAS**, the reimbursement rate for the COTF grant is Seventy-Five Percent (75%) requiring matching funds of a minimum of Twenty-Five (25%); and

**WHEREAS**, the Park District will use force account labor for match; and

**WHEREAS**, both projects need right-of-way and environmental clearance prior to the February 1, 2019 filing deadline; and

**WHEREAS**, the next Park Commission meeting is after the filing deadline.

**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 Clean Ohio Trail Fund grant for the development of either the Olde Muskingum Trail Phase II or the Iron Horse Trail Phase IV depending on which project has, in the judgement of the Park Director, the necessary right of way and environmental clearance to qualify for said grant.

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

**DISCUSSION:**

R. Fonte stated that the Park District is trying to make sure a project that is submitted has the most likelihood of getting approved. The Olde Muskingum (OMT) Trail from Massillon to Navarre – would need the right-of-way through two properties

▪ **Reference 10**

- A. Hayden asked about having trail maintenance be a priority over construction
- R. Fonte stated this grant is for construction only
- D. Freeland asked if the Iron Horse Trail would be a section that is under dispute
- R. Fonte stated yes, down to State Route 153, this would be the most advantageous project, because then the trail would connect Deer Creek Reservoir through the Mount Union Campus all the way down to Louisville Street, but we are not certain the owners will agree to the property swap

MOTION CARRIED on a roll call vote as follows:

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

## **I. RESOLUTION: #19-01-016: Ohio Parks and Recreation Association Statewide Training and Funding Initiative**

**WHEREAS**, Ohio Parks and Recreation Association (OPRA) has partnered with PlayCore and GameTime to execute state-wide professional development training on current trends and research-based practices for play and recreation destinations; and

**WHEREAS**, eligible projects turn the research into practice contributing to an improved quality of life for children, families and their communities. Funded projects become National Demonstration Sites and become a model for others to replicate, create positive attention, and attract partners that support healthy lifestyle initiatives. Additionally, funded projects receive a letter of recognition and signage for serving as a model demonstration site; and

**WHEREAS**, Stark County Park District applied for funding through this initiative for a pathways for play trail system at Quail Hollow Park and was awarded funding covering Fifty Percent (50%) of the cost of the playground equipment; and

**WHEREAS**, the total cost of playground equipment is Eighty Thousand and Thirty Three Dollars (\$80,033.00) and Forty Thousand and Sixteen Dollars and Fifty Cents (\$40,016.50) of that equipment cost is covered by grant funding; and

**WHEREAS**, additional costs to install the playground equipment include; freight at Five Thousand Five Hundred Dollars (\$5,500.00), surfacing costs at Six Thousand Ninety Five Dollars (\$6,095.00), and supervised installation at Eleven Thousand Two Hundred and Fifty Dollars (\$11,250); and

**WHEREAS**, in order to accept the funding, the cost Stark County Park District would have to commit to a total cost of Sixty Two Thousand Eight Hundred Sixty One Dollars and Fifty Cents (\$62,861.50); and

**WHEREAS**, acceptance of grant funding would enable Stark County Park District to adhere to the following deadlines for the project; to purchase playground equipment by January 15, 2019, have equipment shipped by February 12, 2019, and installed by April 2, 2019; and

**WHEREAS**, this project allows Stark County Park District to develop one of the first play trail systems in Stark County, promoting inclusive, educational, nature oriented experiences for people of all ages and abilities; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to approve the acceptance of the OPRA funding with a total commitment of Sixty Two Thousand Eight Hundred Sixty One Dollars and Fifty Cents (\$62,861.50) towards the pathways for play project.

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

### **DISCUSSION:**

R. Fonte stated that the Park District requested help from the Quail Hollow Volunteer Association (QHVA) and a private donor to help with the match. The grant puts the Park District on a tight timeline. At first the Park District was disapproved for the grant and only offered a discount, we talked with them and then were reevaluated and approved for the grant money. It is recommended not to approve the match

A. Hayden agreed to retain the money for future projects

▪ **Reference 11**

MOTION CARRIED on a roll call vote as follows:

Voting Nay: Andy Hayden, Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick

## **J. RESOLUTION: #19-01-017: Public Safety Chip Upgrade**

**WHEREAS**, all of the public safety radios needed to be reprogrammed to work on the new county-wide communication system; and

**WHEREAS**, the Public Safety Department was made aware that eight (8) radios would need new chips in order to be reprogrammed to work on the new county-wide system; and

**WHEREAS**, the Stark County Park District has immediate needs to replace the chips in the eight (8) public safety department radios in order to work with the new county-wide communication system; and

**WHEREAS**, it has been determined the cost of the chips and installation of the chips in the radios will not exceed Seven Thousand Forty Two Dollars and Forty-Eight Cents (\$7,042.48).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in the amount of not to exceed Seven Thousand Forty Two Dollars and Forty-Eight Cents (\$7,042.48) for the Public Safety Radio Chip Upgrade from the Project Fund-Unallocated (072.28.0000.65000) to Supplies and Materials-Law Enforcement (072.28.1011.63110) and Purchased Services-Repair/Maintenance Equipment/Vehicles (072.28.1011.64202).

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

### **DISCUSSION:**

B. Bryan asked if this would get the radios in full operation

R. Fonte stated that is the hope

B. Bryan inquired if the company can get the upgrade done this quick

R. Fonte stated that the company has the equipment in hand to install the chips

MOTION CARRIED on a roll call vote as follows:

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

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

### **A. 2018 Project List and Budget**

#### **Discussion:**

D. Freeland asked about the December 6, 2018 Minerva Chamber Event

R. Fonte stated that he was planning to attend but the Board meeting immediately preceding this event ran over and he forgot to remove it from his schedule

A. Hayden asked how the Quail Hollow Volunteer Association's Christmas at the Hollow event went

R. Fonte stated it went very well, there are still parking issues but overall well received

### **B. Director's Report**

R. Fonte updated the Park Board on the following:

- Met with Human Resources, County Auditors and Attorneys regarding correctly classifying the Stark County Park District's Rangers as "Law Enforcement" rather than "Public Safety" and the correct amount is now being deducted from the Ranger's pay
  - A. Hayden stated that the classification and calculation was made by PERS
  - R. Fonte agreed and the auditors have corrected the rate
- The current carry over should be about 1 to 1.5 million, should know by spring what the levy recommendation will be – a 1 mil replacement is approximately a 20 percent increase
- The Park Director was recently appointed to the Convention and Visitors Bureau (Visit Canton) Executive Board
- Staff had an internal meeting to discuss Tam O'Shanter – the property is open and one trail is marked, the plan is to have three marked using existing cart paths. The Park District will close portions when work begins. The owner agreed to pay to put up a snow fence to block the property

▪ **Reference 12**

boundaries with the Jackson Township property. The lease for the remaining acreage has been executed

- There are 18 staff attending the Ohio Parks and Recreation Association (OPRA) Conference February 3-6, 2019

## **RESOLUTION: #19-01-018: Request to Make Public Sale of Sprinkler Heads and Greens at the Tam O'Shanter Property**

**WHEREAS**, Park Director, Robert A. Fonte, has determined that the sprinkler heads and greens at the Tam O'Shanter Property could have salable value, but are not beneficial to Stark County Park District; and

**WHEREAS**, it is Stark Park Districts desires to have a public sale (online or otherwise) to help off-set the cost of opening the property.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize Park Director, Robert A. Fonte to evaluate the market value for the sprinkler heads and greens.

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize Park Director, Robert A. Fonte to authorize for auction the sprinkler heads and greens.

R. Dublikar MOVED to adopt this resolution, which was SECONDED by B. Bryan

### **DISCUSSION:**

A. Hayden asked if they can re-sell the greens

R. Fonte stated yes, using a sod cutter and they are desirable and can offset other costs associated with opening the property

P. Quick asked if the buyer would pick the items up?

R. Fonte stated yes, the buyer would arrange pick up

MOTION CARRIED on a vote as follows:

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

## **12. ADJOURNMENT**

**BE IT RESOLVED** to adjourn at 3:14 p.m. Next scheduled meeting: February 13, 2019 at 2:00 p.m. at the Sippo Lake Clubhouse.

D. Freeland MOVED to adjourn the meeting, which was SECONDED by P. Quick

MOTION CARRIED on a vote as follows:

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

**APPROVAL DATE:** February 13, 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 13**