

**Stark County Park District Park Board – Regular Meeting Minutes**  
**Exploration Gateway Rooms A & B (Lower Level)**  
**Tuesday, October 6, 2020**  
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**(AGENDA ITEM: 3)**

- 1. CALL TO ORDER** – The regular meeting of the Stark County Park Commission was called to order by Andy Hayden at 5:30 p.m.

**A. Roll Call of Members:**

MEMBERS PRESENT:

Denise Freeland, Bill Bryan, Pat Quick, Andy Hayden, Ralph Dublikar (arrived at 5:35 p.m.)

STAFF PRESENT:

Robert A. Fonte, Park Director/Secretary to the Board  
Corianne Kocarek, Executive Assistant/Clerk to the Board  
Barb Wells, Financial Manager  
Justin Laps, Chief of Public Safety  
Sarah Buell, Projects and Administration Manager  
Rick Summers, Operations Manager

GUESTS PRESENT:

Ernie Lehman, Owner, Ernie's Bicycle Shops

**B. Adoption of Agenda**

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

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

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

**2. PUBLIC COMMENT**

E. Lehman asked if the Park District has more canoe launches planned for the Tuscarawas River. With the increase in traffic on the water they have had several people use their launches, which causes some traffic problems with trucks loading/unloading while others are trying to launch. Ernie leases the property with the launch.

S. Buell answered yes, because the Park District knew the Tuscarawas River Water Trail designation was coming from the Muskingum Watershed Conservancy District (MWCD) we made it an initiative for 2020. The Park District is exploring several locations including Riverland Avenue and Butterbridge Road. Friends of Stark Parks raised \$6,000 towards constructing put-ins along the river.

E. Lehman stated that Canal Fulton Community Park (St. Helena Heritage Park) has a large parking lot for vehicles and could be an ideal site for a put-in. Lehman also stated they may move one of their put-in locations on the north side of Tremont.

R. Fonte stated that St. Helena Heritage Park is owned by the City of Canal Fulton.

E. Lehman asked if there were any considerations given to closing off the west end of the High Mill Bridge.

R. Fonte stated that we will check with Jackson Township as the High Mill Bridge is their property.

E. Lehman stated the trees along Lake Avenue need checked.

• **Reference 81**

### 3. STAFF PRESENTATION: Justin Laps, Chief of Public Safety

J. Laps provided an update to the Park Board from the Public Safety Department.

- The Public Safety Department:
  - 11 full-time Rangers
  - 1 part-time Ranger
  - 1 part-time Ranger Cadet
  - 5 Ranger Explorers
  - Fully Commissioned Peace Officers in the State of Ohio
  - Stark County Park District Ranger Department has primary jurisdiction to enforce the rules and regulations of the Stark County Park District and the laws of the State of Ohio
  - Jurisdiction includes all land within and adjacent to the land under control of the board
  - Jurisdiction also applies when requested for mutual aid throughout the county

A. Hayden asked about the adjacent lands jurisdiction

J. Laps answered that a Cleveland Metroparks Officer pulled over a person for Operating a Vehicle Impaired (OVI) about 2,500 feet from the park's land. The case went to the Supreme Court to change the jurisdiction to include adjacent lands.

- Ohio Collaborative Community – Police Advisory Board
  - The Collaborative offers a certification process for police departments in Ohio. Like other certification programs, the process consists of two major components:
    1. Establishing professional standards for law enforcement to meet; and
    2. Administering a voluntary assessment process by which law enforcement departments can be recognized for meeting best practices
  - The process includes:
    1. Policy submission for review
    2. Submit compliance documentation
    3. Peer review
    4. Provisional certification awarded
    5. On-site review
    6. If in compliance – full certification awarded
    7. Maintaining certification – statistics and policy review
- Training
  - All Rangers have completed the following courses this year
    1. Legal Update: Civil Liability for Officers
    2. Ethics and Professionalism
    3. Use of Force, Liability and Standards
    4. De-escalating Mental Health Crises
    5. Procedural Justice and Policy Legitimacy
  - Governor DeWine authorized reimbursement for 6 hours of training on:
    1. Use of Force
    2. Implicit Bias
    3. De-escalation of Situations
  - Additional training needs moving forward
    1. Hands-on subject control
    2. Critical decision making
    3. Scenario based instruction
  - Use of Force / De-escalation Simulator Training
    1. Provided by the Stark County Education Service Center – free of charge
    2. Allows the instructors to escalate or de-escalate the video sequence based upon the officer's response and approach
    3. Provides real-time critical decision making

- Crisis Intervention Team Training
  1. To better prepare police officers to handle crises involving people with mental illness and substance use disorders
  2. To increase law enforcement officer safety
  3. To make the mental health/drug and alcohol system more understandable, accessible and responsive to law enforcement
  4. To divert persons with mental illness/substance use disorders to the mental health/substance abuse use system, when appropriate, and not to incarceration
  5. Free, comprehensive 40 hour course taught by doctors, therapists, nurses and first responders
  6. Stark Mental Health and Addiction Recovery (MHAR)'s goal is to have 25% of each department's officers trained in Crisis Intervention Training (CIT)
  7. After the November class, Stark Parks will have 40% of our officers certified
  8. The goal is 80% certification by Q4 2021
  9. 100% certification by Q4 2022
- 2020 Arrest Statistics – Year to Date
  - Alcohol – 1
  - All Purpose Vehicles – 1
  - Child Endangering – 1
  - Criminal Mischief – 2
  - Criminal Trespass – 101
  - Littering – 2
  - Obstruction – 1
  - Property Defacement / Damage – 4
  - Theft – 3

J. Laps also elaborated that the Criminal Trespass charges are from Molly Stark Park and are usually at around 60 per year, due to COVID it's quite a bit higher

- Ranger Educational Outreach
  - We conducted 4 social distance friendly outreach programs this year
    - Catfish with Cops: raised \$376 for the Ranger Explorer Program
    - Two Ranger bass tournaments have been held and raised \$686 for the Ranger Explorer Program
    - Ranger for a Day – 250 kids, plus adults
      - Kids were given a Ranger tool kit that included:
        - A compass
        - Sunglasses
        - Pen
        - Patch sticker
        - Junior Ranger badge
        - Crayons
        - Coloring sheet
        - Park Maps
        - Littering report
        - All kids were given a fishing pole

**DISCUSSION:**

B. Bryan stated that brought up the question about Molly Stark, it will continue to be a problem

R. Fonte stated that he called Steve Coon and S. Coon is unable to get capital investors for funding. R. Fonte stated to S. Coon that at some point the building would need to be knocked down, but maybe at that time the architectural pieces could be repurposed. R. Fonte stated an old estimate was \$10 million to get the building up to code.

● **Reference 83**

A. Hayden stated that the Park System is blessed to have the Ranger department. He explained his concern is regarding low morale and the quality of applicants amongst law enforcement. He asked about the attrition rate of those Rangers who move on? He expressed his feelings that the Park District is a good place to get started. Most people are attracted to a career in law enforcement for two reasons 1) adrenaline and 2) money. He is concerned that people will begin leaving the Park District because they want to be busier or want more money. It should be a goal of the Park District to continue with training, it's great we can get most of them for free. He stated our Rangers are underpaid.

#### **4. APPROVAL OF MINUTES:**

**WHEREAS**, minutes from the September 1, 2020 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 1, 2020 Regular Park Board meeting as submitted.

B. Bryan 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: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, Andy Hayden

#### **5. FINANCIAL REPORTS**

**WHEREAS**, the monthly Financial Report and Summary Financial Report for the period ending August 31, 2020 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, 2020 as submitted.

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

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

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

#### **6. APPROVAL OF PAYROLLS AND BILLS**

**WHEREAS**, copies of payroll and bills for the month of August 2020 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, 2020 as submitted.

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

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

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

#### **7. OLD BUSINESS**

##### **A. Informational:** Upcoming Events

**DISCUSSION:**

None

## 8. NEW BUSINESS

### A. RESOLUTION: #20-10-063: Iron Horse Trail Easement to Accommodate Daniel Dickerhoof's Request to Connect to a Landlocked Parcel via a Farm Driveway

**WHEREAS**, the Stark County Park District is the owner of a 23.6056 acre parcel of land in Washington Township also referred to as Stark County Auditor Permanent parcel number 10003975; and

**WHEREAS**, the Stark County Park District, Grantor, intends to develop its property for a hike and bike trail extending the existing Iron Horse Trail to State Route 153 in Washington Township; and

**WHEREAS**, Daniel Dickerhoof, Grantee, is the owner of a 51.913 acre parcel of land being part of Washington Township and also referred to as Stark County Auditor Permanent parcel numbers 7503214 and 7500724; and

**WHEREAS**, Grantee, seeks a permanent easement for ingress and egress, equivalent to a farm driveway suitable for farm equipment (including tractors and pickup trucks) across the lands of the Stark County Park District; and

**WHEREAS**, Grantor and Grantee desire to establish a thirty (30) foot wide permanent easement, providing Grantee ingress and egress across Grantor's land and future park trail, equivalent to a farm driveway suitable for farm equipment (including tractors and pickup trucks), in the details and location set forth in attached Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize Robert A. Fonte, Park Director, to sign/execute the necessary paperwork to enter into an Easement Agreement as attached in Exhibit A.

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

#### DISCUSSION:

None

MOTION CARRIED on a vote as follows:

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

### B. RESOLUTION: #20-10-064: 2021 Tax Levy Rate and Amount

**WHEREAS**, the Stark County Park District Board of Commissioners in accordance with the provisions of law has previously adopted a Tax budget for the next succeeding fiscal year commencing January 1, 2021; and

**WHEREAS**, The Budget Commission of Stark County, Ohio has certified its action thereon to this council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by the Board of Park Commissioners, and what part thereof is without, and what part within the ten mill limitation, there be it.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners, Stark County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, be the same are here by accepted; and

**NOW, THEREFORE, BE IT RESOLVED**, that there be and is hereby levied on the tax duplicate of said Park District the rate of each tax necessary to be levied within and without the ten mill limitation as follows; and

**NOW, THEREFORE, BE IT FUTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to accept the tax rate of 1.00 mil and the amount of Seven Million Three Hundred Forty Seven Thousand Six Hundred Twenty Four Dollars (\$7,347,624.00) as determined by the Budget Commission.

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

#### DISCUSSION:

None

MOTION CARRIED on a roll call vote as follows:

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

**C. RESOLUTION: #20-10-065: Revised Motor Vehicle Use Policy**

*WHEREAS*, the Stark County Park District Park Board of Commissioners approved the Motor Vehicle Use Policy included in the Employee Handbook with Resolution #18-08-042; and

*WHEREAS*, it was determined by the Human Resources Manager that the Motor Vehicle Use Policy be updated to include company vehicle use by employees who are on call; and

*WHEREAS*, due to a new employee being hired on October 15, 2020 the policy change is expedited; and

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

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

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

**DISCUSSION:**

R. Fonte stated this updates our existing policy.

MOTION CARRIED on a vote as follows:

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

**D. RESOLUTION: #20-10-066: Vehicle Use for Essential On-Call Exempt Staff – Facilities and Parks and Trails Supervisors**

*WHEREAS*, the Stark County Park District requires Park Board of Commissioner approval to take Stark County Park District vehicles to employees homes overnight for extended periods of time; and

*WHEREAS*, the Facilities Supervisor, Kyle Sedio is “on-call” in response to facilities emergencies; and

*WHEREAS*, the Parks and Trails Supervisor, Jason Yost is “on-call” in response to parks and trails emergencies; and

*WHEREAS*, the Park Director recommends the Park Board of Commissioners allow the Facilities Supervisor and Parks and Trails Supervisor to take a Stark County Park District vehicle home with them to be responsive to facilities and parks and trails emergencies.

*NOW, THEREFORE, BE IT RESOLVED*, by the Stark County Park District Board of Park Commissioners to authorize the Facilities Supervisor, Kyle Sedio and Parks and Trails Supervisor, Jason Yost to drive a Park District vehicle home to be responsive to facilities and parks and trails emergencies.

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

**DISCUSSION:**

None

MOTION CARRIED on a vote as follows:

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

**E. RESOLUTION: #20-10-067: Non-encumbered Expense: Ohio Department of Commerce**

*WHEREAS*, the Fry Family Park Visitor Center project requires an annual inspection of the elevator in order to secure the final occupancy permit; and

*WHEREAS*, since the Fry Family Park Visitor Center has not yet officially opened the fee for the elevator inspection was overlooked; and

*WHEREAS*, the Stark County Park District received an invoice in the amount of Two Hundred Thirty Eight Dollars and Twenty Five Cents (\$238.25); and

• **Reference 86**

**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 Thirty Eight Dollars and Twenty Five Cents (\$238.25) from account (072.28.1035.64306) to the Ohio Department of Commerce – Division of Industrial Compliance for the Fry Family Park Visitor Center elevator annual inspection.

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

**DISCUSSION:**

R. Fonte stated this was for inspecting the elevator at Fry and the building is not yet open.

S. Buell stated that we had to have it inspected for occupancy. We do currently have the occupancy permit.

MOTION CARRIED on a vote as follows:

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

**F. RESOLUTION: #20-10-068: Ohio Department of Natural Resources: Land and Water Conservation Fund-Fry Family Park-Nature Play**

**WHEREAS**, the State of Ohio through the Ohio Department of Natural Resources (ODNR), administers financial assistance for public recreation purposes, through the Land and Water Conservation Fund (LWCF); and

**WHEREAS**, the Stark County Park District (SCPD) desires financial assistance under the Land and Water Conservation Fund (LWCF); and

**WHEREAS**, SCPD desires to build a Nature Play Area, natural surface trails, and reforest portions of the Fry property as a part of the Fry Family Park Master Plan. The Nature Play area educates children and families about our watershed system through playful natural elements while offering a unique experience among the beauty of Fry Family Park. The reforestation and trail development will further improve the Fry Family Park Property to be a popular destination in southwestern Stark County; and

**WHEREAS**, the maximum amount of funds available for request is Five Hundred Thousand Dollars (\$500,000.00); and

**WHEREAS**, ODNR provides reimbursement of up to Fifty Percent (50%) of the total project cost; and

**WHEREAS**, SCPD is responsible for Fifty Percent (50%) of the total project cost which it intends to cover in the form of matching funds from the Natural Resources Advisory Council (NRAC) through Clean Ohio Conservation Fund.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to apply for the LWCF in an amount not to exceed Five Hundred Thousand Dollars (\$500,000.00) through the Ohio Department of Natural Resources.

**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 grant application and to provide information and documentation required to be eligible for the LWCF grant.

**BE IT FURTHER RESOLVED**, The Stark County Park District Board of Park Commissioners agrees that it has and will obligate the funds required to satisfactorily complete the project under the terms and conditions of the Cooperative Agreement if the project is accepted for financial assistance from the LWCF grant.

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

**DISCUSSION:**

A. Hayden stated there is a 50% match from Stark Parks

R. Fonte stated that the Park District hopes to have the 50% covered by Clean Ohio Funds

MOTION CARRIED on a vote as follows:

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

**G. RESOLUTION: #20-10-069: Donation of Property-Sugarberry, Ltd.**

**WHEREAS**, Sugarberry, Ltd, an Ohio Limited Liability Company, (hereinafter “Sugarberry”) owns a 1.54 acre property which connects the two sections of Devonshire Park, and which is located in Jackson Township, Stark County and also known as Parcel No. 1610315; and

**WHEREAS**, the Stark County Park District desires to accept the donation of property which will provide a connection to the two sections of Devonshire Park; and

**WHEREAS**, Sugarberry, Ltd will transfer a Quit Claim Deed at no cost to Stark Parks for the property value; and

**WHEREAS**, Stark Parks will be responsible for paying the closing costs and title insurance in an amount not to exceed Four Thousand Dollars (\$4,000.00).

**WHEREAS**, the terms of the donation are set forth in the agreement attached as Exhibit C.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to accept the donation of the 1.54 acre property also known as Parcel No. 1610315 from Sugarberry, Ltd. and to authorize the Park Director to enter into the donation agreement and sign documents necessary to close on the property.

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize transfer/s of an amount not to exceed Four Thousand Dollars (\$4,000.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate accounts to close on the property.

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

**DISCUSSION:**

A. Hayden stated accepting this donation would connect two parcels in Devonshire Park

S. Buell stated the property owner is donating the parcel to Stark Parks, we have been in talks with them since 2016. They have issues with beavers on the property

MOTION CARRIED on a vote as follows:

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

**9. DIRECTOR’S REPORT**

A. 2020 Project List & Budget

**DISCUSSION:**

None

B. Director’s Report

R. Fonte stated the following:

- The Park Board previously received a copy of the email from the Quail Hollow Volunteer Association. Staff will be meeting with them on an agreement and committing money to projects
- The Korn Ferry (Hay) Salary Study is underway. This will address the point made earlier by A. Hayden regarding the Ranger Staff and will set the Park District up with appropriate salary ranges for all staff. The study will also help settle the Union contract.
- Current Projects:
  - Chip & Seal and Asphalt projects are complete and have hit the majority of high maintenance areas
  - Tam O’Shanter Clubhouse Roof should be completed today or tomorrow
    - A. Hayden asked how much was the roof?
    - B. Wells answered \$26,000, plus a change order for a missing beam
  - Tam O’Shanter Design for revenue producing activities is underway



- Updated map of Zimber Ditch properties – this project does not involve any additional park money except staff salaries
- Jackson Tunnel Project, the group is trying to decide what design to choose. The Park District is working with Jackson Township. Our share could be about \$83,000 increase over the next two years
- The Note on the Wildlife Conservation Center is due December 7<sup>th</sup>, you'll see a proposal of what we recommend paying down at the November 4<sup>th</sup> meeting with approval at the December 1 meeting.
- Audit is officially online today. The state auditors did not want to meet with us and that's what you want! The last 5 audits 2015-2019 have been that way
- Received a note that Alan Dolan, who has been involved with Friends of Stark Parks and the Audubon Society for several years in the hospital battling a serious health condition. Our prayers are with him at this time
- It was noted that the Susan Pugh Tree Farm was up for auction on Saturday, October 10, 2020, but without a cash partner to bid, the Director recommended we pass on our right of refusal to purchase the 30 acres
- The Director also recommended the Stark County Park District decline the offer to purchase mineral rights on the Tam O'Shanter property and continue to pursue the owner to donate these rights to Friends of Stark Parks
- The Director also reported declining the offer to purchase the Yvonne Walter property near the Franklin Schoolhouse due to the inability to acquire contiguous ownership from all family members

## 12. ADJOURNMENT

**BE IT RESOLVED** to adjourn at 6:42 p.m. Next scheduled meeting: Wednesday, November 4, 2020 at 2:00 p.m. at the Exploration Gateway at Sippo Lake Park.

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

MOTION CARRIED on a vote as follows:

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

**APPROVAL DATE:** November 4, 2020

ATTEST:

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Denise Freeland, Vice-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 89**