

STARK COUNTY PARK DISTRICT

**PARK COMMISSION MEETING AGENDA**

**Tuesday, October 6, 2020 @ 5:30 P.M.**

**Exploration Gateway at Sippo Lake Park – Rooms A&B**

**1. CALL TO ORDER**

- A. Roll Call of Members: A. Hayden, D. Freeland, W. Bryan, R. Dublikar, P. Quick
- B. Adoption of Agenda

**2. PUBLIC COMMENT**

**3. STAFF PRESENTATION – Justin Laps, Chief of Public Safety**

**4. APPROVAL OF MINUTES:** September 1, 2020

**5. FINANCIAL REPORTS:** August 2020

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

**6. PAYROLLS & BILLS:** August 2020

\_\_\_\_\_ MOVED \_\_\_\_\_ SECONDED. [Discussion Vote](#)

**7. OLD BUSINESS**

- A. Informational: Upcoming Events

**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 (Exhibit A)
- B. Resolution: #20-10-064: 2021 Tax Levy Rate and Amount
- C. Resolution: #20-10-065: Revised Motor Vehicle Use Policy (Exhibit B)
- D. Resolution: #20-10-066: Motor Vehicle Use for Essential On-Call Exempt Staff – Facilities and Parks and Trails Supervisors
- E. Resolution: #20-10-067: Non-encumbered Expense: Ohio Department of Commerce
- F. Resolution: #20-10-068: Ohio Department of Natural Resources: Land and Water Conservation Fund-Fry Family Park-Nature Play
- G. Resolution: #20-10-069: Donation of Property-Sugarberry, Ltd. (Exhibit C)

**9. DIRECTOR'S REPORT**

- A. 2020 Project List & Budget
- B. Director's Report
  - i. Schedule meeting with Quail Hollow Volunteer Association (QHVA)

**10. EXECUTIVE SESSION:**

\_\_\_\_\_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, 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).

  X  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 conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action pursuant to division (G)(3) 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.

\_\_\_\_\_to discuss matters required to be kept confidential by federal law or rules and/or state statutes pursuant to division (G) (5) of this section of the ORC.

\_\_\_\_\_to discuss specialized details of security arrangements pursuant to division (G) (6) of this section of the ORC.

Roll Call of Members: A. Hayden, D. Freeland, W. Bryan, R. Dublikar, P. Quick

#### 11. ADJOURNMENT

#### **NOTE:**

**NEXT REGULAR SCHEDULED MEETING: November 4, 2020  
at 2:00 PM at the Exploration Gateway at Sippo Lake Park**

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Upcoming Events

<b>EVENT</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>	<b>BOARD MEMBER</b>
Friends of Stark Parks Meeting	October 14, 2020	4p	ZOOM	Ralph Dublikar
Family Fall Fest Trail Tale (self-guided)	October 17-25, 2020	11a-6:30p	Petros Lake Park – Woodland Shelter (#1)	
Park Board Meeting	November 4, 2020	2p	Exploration Gateway Rooms A&B	
Friends of Stark Parks Meeting	November 18, 2020	4p	ZOOM	Pat Quick

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Iron Horse Trail Easement to Accommodate Daniel Dickerhoof’s Request to Connect to a Landlocked Parcel via a Farm Driveway  
RESOLUTION: #20-10-063

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: 2021 Tax Levy Rate and Amount  
RESOLUTION: #20-10-064

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Revised Motor Vehicle Use Policy  
RESOLUTION: #20-10-065

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Vehicle Use for Essential On-Call Exempt Staff – Facilities and Parks and Trails Supervisors  
RESOLUTION: #20-10-066

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Non-encumbered Expense: Ohio Department of Commerce  
RESOLUTION: #20-10-067

**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

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:



STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Ohio Department of Natural Resources: Land and Water Conservation Fund-Fry Family Park-Nature Play

RESOLUTION: #20-10-068

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Donation of Property-Sugarberry, Ltd.  
RESOLUTION: #20-10-069

**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.

\_\_\_\_\_ MOVED to adopt this resolution, which was SECONDED by \_\_\_\_\_.

**DISCUSSION:**

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

Stark County Park District  
**DIRECTOR'S REPORT**  
*August 31- September 30, 2020*

8/31/2020	– Attended Visit Canton Executive Committee Meeting via Zoom
	– Conducted One-on-One Call with Human Resources Manager
	– Attended National Association of County Park and Recreation Officials (NACPRO) Board Meeting via Zoom
9/1/2020	– Attended Park Board Meeting at Exploration Gateway
	– Attended Stark Council of Governments (SCOG) Meeting via Conference Call
9/2/2020	– Attended Friends of Stark Parks New Member Onboarding Call via Zoom
9/3/2020	– Attended Performance Review Committee Meeting with Managers via Zoom
	– Attended Canton Regional Society of Professional Engineers (CRSPE) Meeting via Zoom
9/4/2020	– Conducted One-on-One Meeting with Administration and Projects Manager via FaceTime
	– Attended Tam O'Shanter Kick-off Meeting with Environmental Design Group (EDG) Regarding Active Recreation Plans via Zoom
	– Conducted Bi-Weekly Managers/Supervisors COVID Meeting via Zoom
9/7/2020	– Labor Day Holiday – Offices Closed
9/8/2020	– Attended Regional Planning Commission (RPC) Meeting via Conference Call
9/9/2020	– Conducted Annual Performance Review for Executive Assistant via Call
	– Attended Jackson Tunnel (Fulton Ave.) Draft Preliminary Layout Call with ms Consultants, Ohio Department of Transportation (ODOT), Jackson Township and Stark Parks Administration and Projects Manager
	– Attended National Association of County Park and Recreation Officials (NACPRO) Social Justice Committee Meeting via Webex
9/10/2020	– Attended Grant Recap and Focus Meeting with Administration and Projects Manager and Grants Coordinator via Zoom
	– Attended Friends of Stark Parks Fundraiser, Rollin' Down the River via Zoom
9/11/2020	– Attended Northeast Ohio Areawide Coordinating Agency (NOACA) Virtual Annual Meeting via Zoom
9/14/2020	– Attended Tam O'Shanter Clubhouse Walk Through with Education Manager and Enterprises Supervisor to Assess Readiness for Health Permit
9/15/2020	– Attended Reviews Committee Meeting with Managers via Zoom
9/16/2020	– Attended Meeting with Central Allied Regarding Potential Future Partnerships
9/18/2020	– Conducted Bi-Weekly Managers/Supervisors COVID Meeting via Zoom
9/22/2020	– Attended September Plan Partners Meeting via Zoom
	– Conducted One-on-One Meeting with Financial Manager
9/23/2020	– Attended Zoom Meeting Regarding Petros Lake Park Ballfields with Operations Manager and Perry Local Schools
	– Attended Zoom Meeting with Environmental Design Group, Administration and Projects Manager, Education Manager and Enterprises Supervisor Regarding Tam O'Shanter Amenities

	– Conducted One-on-One Meeting with Executive Assistant
9/24/2020	– Attended Natural Resources Advisory Council (NRAC) Meeting via Zoom
9/25/2020	– Attended 2021 Budget Discussion with Financial Manager and Administration and Projects Manager
9/28/2020	– Attended September Visit Canton Executive Committee via Zoom
	– Attended Visit Canton Board of Directors Meeting via Zoom
	– Attended Stark County Area Transportation Study (SCATS) Meeting via Conference Call
	– Attended Magnolia Flouring Mills Project Kick-off Meeting via Zoom with Environmental Design Group and Projects and Administration Manager
9/29/2020	– Attended Project Update Meeting with Staff via Zoom
9/30/2020	– Attended Meeting with Mount Union and Staff Regarding Partnerships