

STARK COUNTY PARK DISTRICT

**PARK COMMISSION MEETING AGENDA**

**Tuesday, February 2, 2021 @ 2:00 P.M.**

**Exploration Gateway at Sippo Lake Park, 5712 12<sup>th</sup> St. NW, Canton, OH 44708**

**1. CALL TO ORDER**

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

**2. PUBLIC COMMENT**

**3. APPROVAL OF MINUTES**

**4. FINANCIAL REPORTS:** December 2020

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

**5. PAYROLLS & BILLS:** December 2020

**6. OLD BUSINESS**

- A. Informational: Upcoming Events

**7. NEW BUSINESS**

- A. Resolution: #21-02-015: 2021 Project List & Budget (Exhibit A)
- B. Resolution: #21-02-016: Fund 696: Certificate of Resources/Appropriation
- C. Resolution: #21-02-017: Friends of Stark Parks/Stark Parks Partnership Agreement (Exhibit B)
- D. Resolution: #21-02-018: Park Board of Commissioners Policy Manual Updates (Exhibit C)
- E. Resolution: #21-02-019: Clean Ohio Trail Fund Application: Jackson Connector Trail-Tunnel Under Fulton Road
- F. Resolution: #21-02-020: Recreational Trail Program Application: Sippo Valley Trail Bridge Replacement
- G. Resolution: #21-02-021: Non-encumbered Expense: Aultman Hospital

**8. DIRECTOR'S REPORT**

- A. Director's Report

**9. EXECUTIVE SESSION: (if necessary)**

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

\_\_\_\_\_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.

X   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: D. Freeland, W. Bryan, R. Dublikar, P. Quick

**10. RECONVENE FROM EXECUTIVE SESSION**

**11. ADJOURNMENT**

**NOTE:**

**NEXT REGULAR SCHEDULED MEETING: March 2, 2021  
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>
Groundhog Day!	February 2, 2021	6p	Virtual Wildlife Program – ZOOM	
Frogwatch USA (citizen-scientist project)	February 24, 2021	6p	Tam O'Shanter Shelter	
Park Board Meeting	March 2, 2021	2p	Sippo Lake Park Exploration Gateway – Rooms A&B	
Friends of Stark Parks Board Meeting	March 10, 2021	4p	Sippo Lake Park Exploration Gateway	Pat Quick

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: 2021 Project List & Budget  
RESOLUTION: #21-02-015

**WHEREAS**, all 2021 proposed county-wide projects and as well as individual department projects, have been reviewed and prioritized in Exhibit A; and

**WHEREAS**, the Park Director has proposed that the projects listed under “Category 1” be approved for inclusion in the 2021 Budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the attached recommended 2021 Category 1 Project List & Budget Exhibit A.

**BE IT FURTHER RESOLVED**, to authorize the appropriation of funds from the Project Fund-Unallocated Account 072.28.0000.65000 as they become available in accordance with the previously approved budget (Resolution: # 20-12-075) and the herein approved 2021 Project List & 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 2021 Project List & 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 project cost of each project does not exceed the original project budget.

**BE IT FURTHER RESOLVED**, to authorize the Park Director to sign/execute any contracts or change orders necessary to complete the 2021 Project List & Budget provided the total project cost does not exceed the original project budget as approved by the Stark County Park District Board of Park Commissioners.

\_\_\_\_\_ 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: Fund 696: Certificate of Resources/Appropriation  
RESOLUTION: #21-02-016

**WHEREAS**, grants have been awarded from Federal Emergency Management Agency (FEMA) and Ohio Emergency Management Agency (OEMA) in a total amount of Two Million Eight Hundred Ninety One Thousand One Hundred Sixty Five Dollars (\$2,866,540.00):

- Pre-Disaster Mitigation Fund (PDM) in the amount of Nine Hundred Seventy Six Thousand Six Hundred Sixty Five Dollars (\$976,665.00)
- Hazard Mitigation Grant Program (HMGP) FEMA-DR-4360.20-R-OH in the amount of One Million Eight Hundred Eighty Nine Thousand Eight Hundred Seventy Five Dollars (\$1,889,875.00); and

**WHEREAS**, the remaining PDM budget for 2021 is Five Hundred Forty Six Thousand Five Hundred Eighty Seven Dollars and Thirty Nine Cents (\$546,587.39); and

**WHEREAS**, the HMGP budget for 2021 is One Million Eight Hundred Eighty Nine Thousand Eight Hundred Seventy Five Dollars (\$1,889,875.00); and

**WHEREAS**, it is necessary to amend, certify and appropriate the Fund 696 in the 2021 Budget by an amount not to exceed Two Million Four Hundred Thirty Six Thousand Four Hundred Sixty Two Dollars and Thirty Nine Cents (\$2,436,462.39) for the completion of PDM and HMGP Grant Program.

**BE IT FURTHER RESOLVED**, to authorize the amendment, certification and appropriation of funds for Fund 696 (Hazard Mitigation Grant Program) from the Project Fund Account 696.28.0000.65000 for the completion of the Pre-Disaster Mitigation Fund and Hazard Mitigation Grant Program.

\_\_\_\_\_ 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: Friends of Stark Parks/Stark Parks Partnership Agreement  
RESOLUTION: #21-02-017

**WHEREAS**, the Stark County Park District and the Friends of Stark Parks desire to enter into a Partnership Agreement (attached as Exhibit B); and

**WHEREAS**, the Partnership Agreement will be mutually beneficial for both agencies; and

**WHEREAS**, Friend of Stark Parks is qualified by virtue of having a dedicated 501(c)(3) with a shared interest in the success of Stark Parks.

**NOW, THEREFORE BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to approve the Partnership Agreement and authorize the Park Director, Robert A. Fonte, to sign/execute the Partnership Agreement with Friends of Stark Parks (attached as Exhibit B) as approved for legal form and sufficiency by Attorney William Morris.

\_\_\_\_\_ 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: Park Board of Commissioners Policy Manual Updates  
RESOLUTION: #21-02-018

**WHEREAS**, it has been determined that the Park Board of Commissioners Policy Manual be updated from the 2005 version; and

**WHEREAS**, the updated Park Board of Commissioners Policy Manual (attached as Exhibit C) was presented to the Park Board at the January 5, 2021 Board meeting.

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

\_\_\_\_\_ 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: Clean Ohio Trail Fund Application: Jackson Connector Trail-Tunnel Under Fulton Road  
RESOLUTION: #21-02-019

**WHEREAS**, the Jackson Connector Trail is a trail identified on the Stark County Trail and Greenway Master Plan; and

**WHEREAS**, the Stark County Park District Board of Park Commissioners authorized the Park Director to apply for Transportation Alternatives (TA) Funds for the construction of a tunnel under Fulton Road in Jackson Township with Resolution #18-08-045 in partnership with the Jackson Local Board of Education and the Jackson Township Trustees; and

**WHEREAS**, the current construction estimate for the Tunnel Under Fulton Road is One Million Two Hundred Fifty Eight Thousand Nine Hundred Fifty Nine Dollars (\$1,258,959.00) of which Five Hundred Seventy Nine Thousand Seven Hundred Ninety Three Dollars (\$579,793.00) is the responsibility of the partners; and

**WHEREAS**, Stark County Park District and its partners desire additional financial assistance under the Clean Ohio Trail Fund (COTF) Grant Program to offset the construction costs of the Tunnel Under Fulton Road Project; and

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

**WHEREAS**, the total grant funding request including match is equal to Six Hundred Sixty Six Thousand Six Hundred and Sixty Seven Dollars (\$666,667.00); and

**WHEREAS**, the Park District is seeking Five Hundred Thousand Dollars (\$500,000.00) in COTF grant funds from the Ohio Department of Natural Resources;

**WHEREAS**, the grant requires a Twenty Five Percent (25%) match requirement in the amount of One Hundred Sixty Six Thousand Six Hundred Sixty Six Dollars (\$166,666.00); and

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to provide all information and documentation required to become eligible for possible funding assistance, and agrees to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Clean Ohio Trail Fund (COTF) Grant Program.

\_\_\_\_\_ 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: Recreational Trail Program Application: Sippo Valley Trail Bridge Replacement  
RESOLUTION: #21-02-020

**WHEREAS**, the Stark County Park District (SCPD) desires financial assistance under the Recreational Trails Program (RTP), an assistance program of the U.S. Department of Transportation's Federal Highway Administration (FHWA) to replace a bridge along the Sippo Valley Trail; and

**WHEREAS**, Sippo Valley Trail bridge, known as Bridge Number Eight (#8), has been identified as being in serious condition according to the 2020 Stark Parks Bridge Inspection Report performed by Hammontree & Associates LTD; and

**WHEREAS**, the construction cost for Bridge Number Eight (#8) is estimated to be Two Hundred Eighty Thousand Dollars (\$280,000.00); and

**WHEREAS**, the reimbursement rate for the RTP grant is Eighty Percent (80%) requiring matching funds of a minimum of Twenty Percent (20%); and

**WHEREAS**, the total grant funding request including match amounts to One Hundred Eighty Seven Thousand Five Hundred Dollars (\$187,500.00); and

**WHEREAS**, SCPD is seeking the maximum funding amount of One Hundred and Fifty Thousand Dollars (\$150,000.00) from RTP; and

**WHEREAS**, the remaining balance paid by SCPD, will be approximately One Hundred and Thirty Thousand Dollars (\$130,000.00) exceeding the required match due from SCPD of Thirty Seven Thousand Five Hundred Dollars (\$37,500.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to provide all information and documentation required to become eligible for possible funding assistance, and agrees to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms and conditions of the Recreational Trail Program (RTP).

\_\_\_\_\_ 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: Aultman Hospital  
RESOLUTION: #21-02-021

**WHEREAS**, the Stark County Park District experienced a workers compensation claim in August of 2020; and

**WHEREAS**, the employee's Bureau of Workers Compensation (BWC) claim was denied; and

**WHEREAS**, leaving the employee responsible for Eight Hundred Sixty Two Dollars and Ninety Eight Cents (\$862.98); and

**WHEREAS**, the Stark County Park District disagrees with the decision of the BWC and since it was determined by the Stark County Park District to be necessary to send the employee for medical treatment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Park Director recommends the approval of paying the unreimbursed medical expenses of the employee as a moral obligation and;

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a payment of a non-encumbered expense in the amount not to exceed Eight Hundred Sixty Two Dollars and Ninety Eight Cents (\$862.98) for the employee's responsibility.

**BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the allocation of Eight Hundred Sixty Two Dollars and Ninety Eight Cents (\$862.98) from the Project Fund-Unallocated 072.28.0000.65000 for the Non-encumbered expense to 072.28.1000.64102 (Purchased Services-Occupational-Medical).

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

**DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:

Stark County Park District  
**DIRECTOR'S REPORT**  
*January 1 – 31, 2021*

1/1/2021	– New Year's Day Holiday – Offices Closed
1/5/2021	– Attended Park Board of Commissioners Meeting at Exploration Gateway at Sippo Lake Park
	– Attended Stark County Regional Planning Commission (RPC) Conference Call Meeting
1/6/2021	– Conducted Managers/Supervisors Meeting via Zoom
1/7/2021	– Attended Performance Review Committee Meeting for Quarter Four 2020 Reviews via Zoom
	– Attended Canton Regional Society of Professional Engineers (CRSPE) Meeting via Zoom
1/8/2021	– Conducted Education Staff Meeting via Zoom
1/11/2021	– Attended Joint Marketing and Education Meeting via Zoom
	– Attended West Maple Corridor in Hartville Meeting with Consultant via Zoom
1/12/2021	– Attended Meeting Regarding Brainstorming of the St. Helena III with the City of Canal Fulton and Coshocton Lake Park
1/13/2021	– Attended Nimisila Creek Preserve Diversion Dam Meeting with Consultant and Staff at Exploration Gateway
	– Attended Friends of Stark Parks Board Meeting via Zoom
1/14/2021	– Attended Quail Hollow Volunteer Association Meeting via Zoom
1/15/2021	– Attended Conference Call with Stark Community Foundation and Friends of Stark Parks Regarding Donation from the Pugh Tree Farm Conservation Easement
	– Conducted Monthly Managers/Supervisors COVID Meeting via Zoom
	– Conducted Education Staff Meeting via Zoom
1/18/2021	– Martin Luther King Jr. Day – Offices Closed
1/19/2021	– Attended Technical Advisory Committee (TAC) Meeting via Microsoft Teams
1/20/2021	– Attended Friends of Stark Parks Coordination Meeting via Zoom
1/21/2021	– Attended Magnolia Mills Exhibit Team Meet and Greet with Split Rock Studios via Zoom
1/22/2021	– Attended Park Section Meeting via Zoom
	– Conducted Education Staff Meeting via Zoom
1/25/2021	– Conducted Capital Project and Department Budget Review Meeting with Financial Manager and Executive Assistant
	– Attended Visit Canton Executive Committee Meeting via Zoom
	– Attended Visit Canton Board of Directors Meeting via Zoom
	– Attended Stark County Area Transportation Study (SCATS) Meeting via Conference Call
1/26/2021	– Attended January Plain Partners Meeting via Zoom
1/27/2021	– Conducted One-on-One Meeting with Education Manager via Zoom
	– Attended Meeting with Enterprises Staff Regarding Deck the Hollow Event via Zoom

1/28/2021	– Attended Meeting with Grants Coordinator and Projects and Administration Manager Regarding Natural Resources Advisory Council (NRAC) Grants via Zoom
	– Attended Quail Hollow Volunteer Association (QHVA) Board Meeting via Zoom
1/29/2021	– Conducted Education Staff Meeting via Zoom