

**Stark County Park District Park Board – Regular Meeting Minutes**  
**Exploration Gateway at Sippo Lake Park, 5712 12<sup>th</sup> St. NW, Canton, OH 44708**

**March 2, 2021**

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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 Denise Freeland at 2:00 p.m.

**A. Roll Call of Members:**

MEMBERS PRESENT:

Denise Freeland, Bill Bryan (via Zoom), Ralph Dublikar, Pat Quick, David Regula

STAFF PRESENT:

Robert A. Fonte, Park Director/Secretary to the Board

Barbara Wells, Finance Manager

Corianne Kocarek, Clerk to the Board

Dani McGuinness, Human Resources Manager (arrived at 2:35 p.m.)

GUESTS PRESENT:

None

**B. Adoption of Agenda**

R. Dublikar MOVED to adopt the agenda, 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, David Regula

**2. PUBLIC COMMENT**

None

**3. APPROVAL OF MINUTES:**

**WHEREAS**, minutes from the February 2, 2021 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 February 2, 2021 Regular Park Board meeting as submitted.

D. Regular 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, David Regula

**4. FINANCIAL REPORTS**

**WHEREAS**, the monthly Financial Report and Summary Financial Report for the period ending January 31, 2021 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 January 31, 2021 as submitted.

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

**DISCUSSION:**

B. Wells stated that the Park District received a reimbursement from the Cares Act. Over \$8,000 in purchases due to COVID-19 were submitted and approved for reimbursement.

• **Reference 22**

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

## 5. APPROVAL OF PAYROLLS AND BILLS

**WHEREAS**, copies of payroll and bills for the month of January 2021 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 January 31, 2021 as submitted.

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

### DISCUSSION:

B. Wells stated that next month the Board will see a credit for lines 11 and 12 as those are items that were reimbursed with Cares Act funds.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

## 6. OLD BUSINESS

### A. Informational: Upcoming Events

#### DISCUSSION:

R. Fonte stated that the Eagles have come back again this year and the volunteers think there is at least one egg. The volunteers will continue to observe and report sightings.

## 7. NEW BUSINESS

### A. RESOLUTION: #21-03-022: 2021 Marina Pricing

**WHEREAS**, Resolution #20-06-038 adopted the Retail Pricing Sheet to establish the 2020 Marina retail prices; and

**WHEREAS**, the 2021 Marina Retail Pricing is attached as Exhibits A and B.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the 2021 Marina Retail Pricing attached as Exhibits A and B.

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

#### DISCUSSION:

R. Fonte stated that the Park Board adopts the pricing annually and that the Enterprises Supervisor compares our pricing against the local competition. The Park District strives to have the rates at or below the competition and have not received any complaints.

B. Bryan asked if these rates were updated last year.

R. Fonte stated they are typically updated each year.

D. Freeland stated that last year the Marina's did not rent boats, is that something that will change this year?

R. Fonte stated that we will rent boats and be in compliance with any COVID requirements.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

### B. RESOLUTION: #21-03-023: 2021 Facility Rental Rates

**WHEREAS**, Resolution #20-06-039 adopted the 2020 Facility Rental Rates; and

**WHEREAS**, the 2021 Facility Rental Rates are attached as Exhibit C.

**NOW, THEREFORE, BE IT RESOLVED** by the Stark County Park District Board of Park Commissioners to approve the Facility Rental Rates as attached as Exhibit C.

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

**DISCUSSION:**

R. Fonte stated that the Park District will begin renting outdoor shelters beginning May 1 at 50% capacity. Currently there are no indoor rentals except for the Election Day through the Board of Elections at the Exploration Gateway and they will comply with the COVID guidelines. A date has not yet been determined when indoor rentals will begin.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

**C. RESOLUTION: #21-03-024: 2021 Tam O'Shanter Menu and Pricing**

**WHEREAS**, Resolution #20-11-073 adopted the 2020 Tam O'Shanter Menu and Pricing; and

**WHEREAS**, the 2021 Tam O'Shanter Menu and Pricing is attached as Exhibit D; and

**WHEREAS**, the Park District will have a chalkboard or dry erase board featuring drink pricing or specials depending on the event.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to adopt the 2021 Tam O'Shanter Menu and Pricing attached as Exhibit D.

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

**DISCUSSION:**

R. Fonte stated that the Park District officially received the liquor licenses last week and will be planning one event per month to keep the license active. This assumes that the Natural Resources Advisory Council approves the land swap of approximately 6 acres.

P. Quick asked if one event per month was the minimum amount needed to keep the license active

R. Fonte stated that the Park District needs to collect revenue monthly to keep the license active. Programming staff will go through B. Wells and S. Smith for use. We are being cautious to follow the rules and regulations of the liquor permit.

D. Regula asked if the Park District would put out a Request for Proposals (RFP) for a restaurateur.

R. Fonte answered yes, and we'll be following a similar model to what the Cleveland Metroparks has done. Once selected, the agreement with the restaurateur would need Park Board approval.

R. Fonte stated further that he and B. Wells had attended a video conference with a vendor who could do the needs assessment in conjunction with Tam O'Shanter restaurant and active recreation and Jackson Township's soccer fields.

P. Quick asked if the consultant is interested in running the active recreation complex.

R. Fonte stated the consultant has run active recreation programs, but not necessarily restaurant/adult beverage establishments. That is why we want to get the RFP completed to find possible operators and we can ask them if they want to contribute to the survey as well.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

**D. RESOLUTION: #21-03-025: Ohio Department of Natural Resources Waterways Safety Funding-Water Trail**

**WHEREAS**, the State of Ohio through the Department of Natural Resources Waterways Safety Fund administers financial assistance for public boating access under the Paddling Enhancement Grant Program; and

**WHEREAS**, SCPD is a partner in the Tuscarawas River Water Trail program; and

**WHEREAS**, the two sites identified as water trailheads are located at John Glenn Grove and Lake Avenue along the Ohio & Erie Canal Towpath that runs parallel with the Tuscarawas River; and

**WHEREAS**, each site requires an estimated Five Thousand Five Hundred Dollars (\$5,500.00) for a total of Eleven Thousand Dollars (\$11,000.00) to make the water trailheads more accessible and usable for paddlers; and

• **Reference 24**

**WHEREAS**, the Paddling Enhancement Grant Program funds are 100% reimbursable.

**NOW, THEREFORE, BE IT RESOLVED**, be it resolved by the Stark County Park District Board of Park Commissioners to authorize the Park Director to apply for the Paddling Enhancement Grant in an amount not to exceed Eleven Thousand Dollars (\$11,000.00) 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 Paddling Enhancement 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 Paddling Enhancement Grant.

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

**DISCUSSION:**

R. Fonte stated that the Park District has partnered with the Muskingum Watershed Conservancy District and this ties into their regional project. We have a pledge from the Friends of Stark Parks for \$6,000 and will leverage these dollars for a fully funded project.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

**E. RESOLUTION: #21-03-026: Jackson Connector Trail-Tunnel: Contract Modification #2**

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved the design of the Jackson Connector Trail-Tunnel as part of the 2020 Project List & Budget with Resolution #20-05-031 and as part of the 2021 Project List & Budget with Resolution 21-02-015; and

**WHEREAS**, the Jackson Connector Trail-Tunnel design contract with ms Consultants requires a modification for the amount of Six Thousand Six Hundred Dollars (\$6,600.00) for right-of-way services; and

**WHEREAS**, Stark Parks partners in the Jackson Connector Trail-Tunnel: Jackson Township Trustees and Jackson Local School District, will be asked to share equally in the Contract Modification #2; and

**WHEREAS**, each partners' share, of the contract modification is Two Thousand Two Hundred Dollars (\$2,200.00).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in an amount of not to exceed Six Thousand Six Hundred Dollars (\$6,600.00) for the contract modification #2 for the Jackson Connector Trail-Tunnel from the Project Fund-Unallocated (072.28.0000.65000) to Capital Outlay-Buildings-Design Engineering (072.28.1000.65202).

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize staff to invoice the partners in the amount of Two Thousand Two Hundred Dollars (\$2,200.00) each for reimbursement for the Jackson Connector Trail-Tunnel Contract Modification #2.

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

**DISCUSSION:**

R. Fonte stated this is a change order and received confirmation from the township and schools for their share.

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Ralph Dublikar, Pat Quick, David Regula

**8. DIRECTOR'S REPORT**

A. Director's Report

- B. Wells stated that the Hinkle Report-Notes to the Financials for 2020 have been uploaded to the Auditor of State for transparency. The Park District will be audited for the 2020 year in 2022.

- R. Fonte handed out a draft Standard Operating Procedure (SOP) for hand dryers and their use. Staff has been doing research and this is what they have been able to find so far. The Park District will not move forward with purchasing any hand dryers until the Park Board reviews of the SOP. This document is just for your information at this point. Please forward any additional studies/research if you are aware of any.
- R. Fonte stated that the Park District has been receiving several public records requests for grant documents and items associated with the Park District taking in additional revenue. We will continue to keep the Park Board apprised of the requests and legally comply with each request.
  - R. Dublikar asked what can the opposition do?
  - R. Fonte answered that if legislation is passed mandating approval of all political subdivisions it would make it more difficult to have projects like the Trail and Greenway Master Plan approved. Marlboro Township recently voted to not have any trails in their township except in road right of ways and on park property.
  - R. Dublikar stated this would require changing legislation in Columbus.
  - R. Fonte stated that's correct and that the Park District always follows the public meeting and planning process.

## 9. EXECUTIVE SESSION

**BE IT RESOLVED**, to adjourn into Executive Session at 2:35 p.m. to discuss compensation of a public employee, and prepare for 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.

R. Dublikar moved to adopt this motion, which was SECONDED by D. Regula

MOTION CARRIED on a roll call vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Pat Quick, Ralph Dublikar, David Regula

## 10. RECONVENE FROM EXECUTIVE SESSION

**BE IT RESOLVED** to reconvene to Regular Session at 3:21 p.m.

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

MOTION CARRIED on a vote as follows:

Voting Aye: Denise Freeland, Bill Bryan, Pat Quick, Ralph Dublikar, David Regula

## 11. ADJOURNMENT

**BE IT RESOLVED** to adjourn at 3:22 p.m. Next scheduled meeting: April 6, 2021 at 5:30 p.m. at the Exploration Gateway at Sippo Lake Park.

D. Regula 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, David Regula

**APPROVAL DATE:** April 6, 2021

ATTEST:

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Denise Freeland, 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 26**