

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

April 6, 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 5:33 p.m.

A. Roll Call of Members:

MEMBERS PRESENT:

Denise Freeland, Bill Bryan, 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 6:18 p.m.)

GUESTS PRESENT:

Gerald Schaefer (arrived at 6:00 p.m.)

Cherie Parker (arrived at 6:00 p.m.)

B. Adoption of Agenda

D. Regula MOVED to adopt the agenda as amended, 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** – no comment 5:36 p.m.

- 3. APPROVAL OF MINUTES:**

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

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

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 February 28, 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 February 28, 2021 as submitted.

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

DISCUSSION:

R. Fonte stated as part of the Grant Status review that the Park District was approved for two Natural Resource Assistance Council (NRAC) restoration grants totaling \$950,000. Fry Park for \$600,000 and Walborn Reservoir for

- **Reference 27**

\$350,000. The Park District also received three grants from LiveWell Stark County for neighborhood connections for the Iron Horse Trail in Alliance, trail stabilization on the Towpath trail and mobile trail counters to better estimate trail usage and these grants would be added to the report when the contracts were received.

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 February 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 February 31, 2021 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, David Regula

6. OLD BUSINESS

A. Informational: Upcoming Events

DISCUSSION:

R. Fonte stated the Molly Stark grounds tour may be delayed due to needing some clean-up in the gardens.

D. Freeland asked if this program was being offered in response to the request of a tour inside the building.

R. Fonte stated this is a regularly scheduled tour of the grounds.

P. Quick asked if the Dark Sky events had been done in the past or if they were a new series of programs.

R. Fonte answered that the Dark Sky programs are tied to the Dark Sky certification and are a recent addition.

P. Quick asked how to connect to the Zoom program on April 7.

C. Kocarek and B. Wells stated they would send the Zoom link to P. Quick.

B. Informational: Walborn Reservoir Bald Eagle Observation Deck Update

DISCUSSION:

R. Fonte stated the volunteers have confirmed the hatching of two young. (Note: Three have been confirmed after the meeting.)

7. NEW BUSINESS

A. RESOLUTION: #21-04-027: 2021 Project List & Budget Addition: Quail Hollow Park-Carriage House Roof

WHEREAS, the Stark County Park District has determined the roof on the Carriage House at Quail Hollow Park needs to be replaced; and

WHEREAS, the Stark County Park District Board of Park Commissioners approved and authorized this project as part of the 2020 Project List & Budget with Resolution #20-05-031, but the contractor was unable to complete the project in 2020; and

WHEREAS, it has been determined the Quail Hollow Park Carriage House roof replacement project is estimated at Seventeen Thousand Dollars (\$17,000.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in the amount not to exceed Seventeen Thousand Dollars (\$17,000.00) for the Quail Hollow Park Carriage House from the Project Fund-Unallocated (072.28.0000.65000) to Capital Outlay Buildings-Remodeling/Renovations (072.28.1035.65203).

• **Reference 28**

BE IT FURTHER 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 complete the Carriage House roof project at Quail Hollow Park.

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

DISCUSSION:

R. Fonte stated this project was approved in 2020, but the contractor was unable to complete the project and it was inadvertently left off the 2021 Project List & Budget.

MOTION CARRIED on a vote as follows:

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

B. RESOLUTION: #21-04-028: Request of Funds from the Ohio Department of Transportation (ODOT) and Designation of Projects for Ohio Parks Districts Roadwork Fund FY 2022-2023 through the Ohio Parks & Recreation Association (OPRA)

WHEREAS, the Board of Park Commissioners (the Board) for the Stark County Park District has need for improvement of public park roadways owned and maintained by the Park District in Stark County; and

WHEREAS, the Park District was created according to Ohio Revised Code 1545, owns or holds at a minimum a 15-year lease of eligible parkland for roadwork funding, and has adequate, available resources for the construction and maintenance of requested park road improvements; and

WHEREAS, the Ohio Park Districts Roadwork Fund is provided by the Ohio Department of Transportation (ODOT) for such purposes as authorized by Ohio Revised Code 5511.06, is subject to the Park District Guidance To ODOT's Metropark Program as prescribed by ODOT, and is coordinated by the Ohio Parks & Recreation Association (OPRA); and

WHEREAS, the Board is cognizant of the requirements for receiving such funds, and agrees to comply with the OPRA Policy, as clarified at the Meeting on December 7, 2010, that the park districts are prohibited from accumulating more than 3 Bienniums (six years) of UNUSED funds; and

WHEREAS, the following are priority paving projects for the 2021-2022 Biennium:

- Lock 4 Park along the Ohio & Erie Canal Towpath
- Devonshire Park North Parking Lot
- Quail Hollow ADA Parking Lot.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Park Commissioners of the Stark County Park District requests the designated allocation from the Ohio Parks Districts Roadwork Fund along with any remaining balance of funds in accordance with the following stipulations:

1. Funds can be used for materials and labor necessary for construction or reconstruction of park drives, park roads, new or replacement bridges, park access roads and parking lots. The funds also may be used for the purchase and hauling of materials for the improvement, repair and maintenance of park drives, park roads, park access roads, and parking lots, and rental of labor and equipment. Force account labor costs (charges by park district employees or associates) are ineligible. Ineligible costs include bikeways and items such as shelter houses, wells, pumps, restrooms facilities, park buildings, etc. All projects must be associated with public vehicular access to be eligible for funding. Funds may be used for eligible construction costs, including construction engineering (i.e., testing and inspection) of "LET" projects.

2. The Park District will pay all costs incurred over the appropriated allocation and, also, for all costs associated with design, environmental studies and documents, and right-of-way activities. Any deviation from the guidelines regarding environmental studies or roadway design requires the written approval of ODOT.

3. The Stark County Park District has designated Robert A. Fonte as the contact person for the local arrangements and to sign all documentation on behalf of the Board of Park Commissioners.

• **Reference 29**

Board of Park Commissioners
Denise Freeland
Denise Freeland, Chairman of Park District

Corianne Kocarek
Corianne Kocarek, Clerk to the Board

William P. Bryan
William P. Bryan, Board Member

Barbara Wells
Barbara Wells, Notary Public

Ralph F. Dublikar
RALPH F. DUBLIKAR, Board Member

Date: 4/6/2021 Seal:

BB MOVED to adopt this resolution, which was SECONDED by RD.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:



BARBARA G. WELLS
Notary Public, State of Ohio
My Commission Expires 06/05/2025

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

DISCUSSION:

R. Fonte stated the money is proportionate with vehicle registrations in each county. The Park District will not know exactly how much paving work can be completed until each job goes through the public bidding process. The ADA parking lot at Quail Hollow will need to be designed (probably in 2022).

MOTION CARRIED on a vote as follows:

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

C. RESOLUTION: #21-04-029: License Agreement – St. Helena III Canal Boat Operations

WHEREAS, the Board of Commissioners of Stark County, Ohio owns and the Stark County Park District leases the Ohio and Erie Canal in Lawrence Township referred to as Stark County Auditor Permanent parcel numbers 9580074, 9580073 and 2680020; and

WHEREAS, the Stark County Park District, Licensor, and the City of Canal Fulton, an Ohio municipal corporation, and its Lessee, Tom Bauer dba Copper Creek Carriage desires to use the waters of the Ohio and Erie Canal and the adjacent towpath to operate the St. Helena III canal boat for transportation and recreation of Licensee's patrons from St. Helena Heritage Park to Lock IV Park and back for the 2021 and 2022 summer seasons (May 1st through October 1st); and

WHEREAS, Licensor and Licensee desire to establish a License Agreement 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 a License Agreement as attached in Exhibit A.

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

DISCUSSION:

R. Fonte stated that the Park District had an agreement with the City of Canal Fulton to operate the Canal Boat on the Canal. The City has since contracted the operations of the canal boat to a private vendor. This license agreement will be signed by the Stark County Park District who manages the canal lands and the Stark County Commissioners who own the land.

MOTION CARRIED on a vote as follows:

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

• Reference 30

D. RESOLUTION: #21-04-030: 2021 Project List & Budget Revision: Quail Hollow Park-Quails Nest Heat Source

WHEREAS, the Stark County Park District Board of Park Commissioners approved and authorized the Quail Hollow Park-Quails Nest heat source project for Five Thousand Dollars (\$5,000.00) as part of the 2021 Project List & Budget with Resolution #21-02-015; and

WHEREAS, Stark County Park District requested and was approved from the Quail Hollow Volunteer Association (QHVA) for Two Thousand Five Hundred Dollars (\$2,500.00) towards the Quails Nest heat source project; and

WHEREAS, the Park District submitted the project request with the understanding the heating units would be at 110 volts, but have since determined the heating units require 220 volt lines to be run; and

WHEREAS, the running of the 220 volt lines costs Eight Hundred Dollars (\$800.00), increasing the requested project budget by One Hundred and Eighty Seven Dollars (\$187.00); and

WHEREAS, the total project cost is Five Thousand One Hundred Eighty Seven Dollars (\$5,187.00) for the heating units and running 220 volt electric lines.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to accept the funds from the Quail Hollow Volunteer Association (QHVA) and increase the project budget by One Hundred Eighty Seven Dollars (\$187.00).

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize transfer/s of an additional amount not to exceed One Hundred Eighty Seven Dollars (\$187.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate accounts for the Quail Hollow Park-Quails Nest project for a revised project total of Five Thousand One Hundred Eighty Seven Dollars (\$5,187.00).

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

DISCUSSION:

R. Fonte stated this project was in the budget for \$5,000. The Park District was able to get the Quail Hollow Volunteer Association (QHVA) to participate for \$2,500. This resolution is asking the Park Board to accept the \$2,500 from QHVA and to move \$187 from the project fund unallocated for the increase in the pricing for the 110 to 220 volt units.

MOTION CARRIED on a vote as follows:

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

E. RESOLUTION: #21-04-031: 2021 Project List & Budget: Fichtner Park-House & Surrounding Buildings Demolition

WHEREAS, the Stark County Park District Board of Park Commissioners approved the Fichtner Park-House & Surrounding Buildings Demolition as part of the 2021 Project List & Budget in the amount of Twenty Thousand Dollars (\$20,000.00) with Resolution #21-02-015; and

WHEREAS, Stark County Park District conducted an asbestos inspection as part of the Fichtner Park-House & Surrounding Buildings Demolition project; and

WHEREAS, the inspection determined the Fichtner Park structures contain asbestos and will require abatement before demolition; and

WHEREAS, the abatement for the project is anticipated not to exceed Nine Thousand Dollars (\$9,000.00); and

WHEREAS, the demolition for the project is anticipated not to exceed Twenty Nine Thousand Dollars (\$29,000.00); and

WHEREAS, this would require a total budget not to exceed Forty One Thousand Dollars (\$41,000.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize a transfer of additional funds in the amount not to exceed Twenty One Thousand Dollars (\$21,000.00) for a total

• **Reference 31**

project cost of Forty One Thousand Dollars (\$41,000.00) for the Fichtner Park-House & Surrounding Buildings Demolition from the Project Fund-Unallocated (072.28.0000.65000) to the appropriate accounts.

BE IT FURTHER 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 complete the Fichtner Park-House & Surrounding Buildings Demolition project.

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

DISCUSSION:

R. Fonte stated the project cost was increased due to finding asbestos in the environmental survey and due to finding the asbestos, Park staff cannot do the demolition. The resolution is asking the Board for approval to outsource the entire demotion and abatement project.

MOTION CARRIED on a vote as follows:

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

F. RESOLUTION: #21-04-032: 2021 Project List & Budget Classification: Tam O’Shanter Park-Adventure Area

WHEREAS, the Stark County Park District Board of Park Commissioners approved the Tam O’Shanter Park-Adventure Area as part of the 2021 Project List & Budget in the amount of Five Hundred Thousand Dollars (\$500,000.00) with Resolution #21-02-015; and

WHEREAS, it has been determined in order to hold events at the clubhouse, a gate, awning and tables are needed to be added to the project description.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the classification for funds to be used from the Tam O’Shanter Park-Adventure Area to also include a gate, awning and tables at the clubhouse; and

BE IT FURTHER 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 complete said revised project at Tam O’Shanter Park.

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

DISCUSSION:

R. Fonte stated the original project called for the adventure park area, but not specifics. This is not an increase to the budget, only putting specifics to a portion of the budget.

MOTION CARRIED on a vote as follows:

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

PUBLIC COMMENT – 6:05 p.m.

R. Fonte noted that two guests had arrived and indicated they wanted to speak and asked the Board if they would “re-open” the Public Speaks at this time which the Board agreed:

G. Schaefer shared that in October of 2020 R. Summers [Stark Parks Operations Manager] had ordered the fence around the herb garden be removed. Schaefer shared with the Park Board the reasons the fence was installed around the garden:

- 1.Theft of herbs and flowers by park patrons
- 2.Safety concerns
- 3.Protecting the garden from the deer

G. Schaefer further shared the history of the garden and the Quail Hollow Herbal Society (QHHS) and its members. He requests Stark Parks come up with a plan to protect the garden from theft, safety and deer or the garden will not be in existence in the future.

• **Reference 32**

R. Fonte responded that the issue was that nothing can be installed on the property without the permission of the Park District first. The facility and grounds are rented for weddings and other events and putting up a fence without permission is not allowed.

C. Parker stated that the fence was up for 12 years.

B. Fonte stated that there is no reason that the Park District and QHHS cannot work together to come up with a solution.

D. Freeland asked if the Operations Department was working towards a solution.

R. Fonte stated that the fence was not appropriate for weddings and events. R. Fonte also stated he wanted to correct the record in that he never stated that the Park District would not install cameras to protect our assets.

D. Freeland asked if cameras can be installed to monitor the garden.

R. Fonte stated the Public Safety uses cameras in other places throughout the Park District to monitor areas so that is an option.

R. Dublikar asked what the plan was moving forward.

R. Fonte stated that the Park District will work together with QHHS to develop a plan that accommodates all partner's interests.

C. Parker stated there were people walking through the garden during the holiday light show in December.

R. Fonte stated he will make sure the group that is planning the holiday event are aware of the issues going forward.

D. Freeland requested R. Summers talk with the Quail Hollow Herbal Society.

D. Regula asked about the dimensions of the fence.

G. Schaefer answered 100 feet long by 60 feet wide and 4 feet high. It was galvanized with square mesh.

C. Parker stated maybe the Park District could put up a decorative fence.

D. Regula stated the deer will look at a fence and jump over it.

R. Fonte stated that the Park District will work with the Quail Hollow Herbal Society on a long term solution to enhance and improve the maintenance of the gardens.

D. Freeland thanked Gerry and Cherie for coming and bringing the issues to our attention.

8. DIRECTOR'S REPORT

A. Director's Report

Each Board member should have received a ballot to vote in the upcoming Ohio Parks and Recreation Association (OPRA) Board of Directors Election.

Traditionally R. Fonte has scheduled a Board Tour for any new commissioners. D. Regula requested a listing of Parks and he will let R. Fonte know which ones he is not familiar with and schedule a tour.

We are working internally to solve a reservation issue that was booked in 2019 for a 2021 graduation party.

We responded to an online concern about the development at Walborn Reservoir and hunting areas. The improvements are restoration and improving public access, the public hunting areas will not change

B. Bryan asked if they were hunting deer or water fowl.

R. Fonte stated turkeys, but it is an open hunting area so it could be anything.

9. EXECUTIVE SESSION

BE IT RESOLVED, to adjourn into Executive Session at 6:24 p.m. to discuss compensation of a public employee, to consider the purchase of property for public purposes, 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.

D. Regula moved to adopt this motion, which was SECONDED by B. Bryan

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 7:28 p.m.

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

MOTION CARRIED on a vote as follows:

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

RESOLUTION: #21-04-033: 2021 Project List & Budget Classification: Tam O'Shanter Park-Adventure Area

WHEREAS, the Stark County Park District Board of Park Commissioners approved the Tam O'Shanter Master Landscape Plan with Resolution #19-09-065; and

WHEREAS, the Master Landscape Plan process identified areas of Tam O'Shanter Park that would be suitable for active recreation and food and beverage service including a restaurant; and

WHEREAS, active recreation and vendor run restaurant services are not allowable under the Ohio Public Works Commission deed restrictions encompassing Tam O'Shanter Park; and

WHEREAS, the Ohio Public Works Commission is considering the release of deed restrictions on a 6.5 acre portion of Tam O'Shanter Park in exchange for a non-restricted property of equal value, subject to appraisals; and

WHEREAS, Stark County Park District Board of Park Commissioners agreed to accept the donation of the 21.84 acre property also known as Parcel No. 1630184 from CW VAIL with Resolution #21-01-014 and

WHEREAS, appraisals are necessary either on the CW VAIL property and/or the existing Tam O'Shanter Park property to determine if the value of the property makes it eligible for the swap of deed restrictions.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the classification for funds to be used from the Tam O'Shanter Park-Adventure Area to also include funds for appraisal costs; and

BE IT FURTHER 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 complete said revised project at Tam O'Shanter Park.

R. Dublikar 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, David Regula

11. ADJOURNMENT

BE IT RESOLVED to adjourn at 7:29 p.m. Next scheduled meeting: May 4, 2021 at 2:00 p.m. at the Exploration Gateway at Sippo Lake Park.

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

MOTION CARRIED on a vote as follows:

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

APPROVAL DATE: May 4, 2021

ATTEST:

Denise Freeland, 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 34**