

STARK COUNTY PARK DISTRICT  
**PARK COMMISSION MEETING AGENDA**

**Tuesday, May 4, 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. STAFF PRESENTATION** – Aimee Engelhart, Marketing Administrator

**4. APPROVAL OF MINUTES:** April 6, 2021 Regular Board Meeting

**5. FINANCIAL REPORTS:** March 2021

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

**6. PAYROLLS & BILLS:** March 2021

**7. OLD BUSINESS**

- A. Informational: Upcoming Events

**8. NEW BUSINESS**

- A. Resolution: #21-05-034: Public Entities Pool (PEP) House Bill 444 – Employee Honesty and Faithful Performance of Duty Policy
- B. Resolution: #21-05-035: Non-encumbered Expense: Aultman Hospital
- C. Resolution: #21-05-036: 2021 Staffing Updates
- D. Resolution: #21-05-037: NatureWorks Grant Program-Petros Park Restroom
- E. Resolution: #21-05-038: Clean Ohio Greenspace Conservation Fund: Natural Resource Advisory Council (NRAC) Accept Grant Award for Walborn Reservoir (Bingham Property) and Fry Family Park
- F. Resolution: #21-05-039: Vehicle Trade-ins

**9. DIRECTOR'S REPORT**

- A. 2021 Project List & Budget
- B. Director's Report

**10. EXECUTIVE SESSION:** Roll Call of Members: D. Freeland, W. Bryan, R. Dublikar, P. Quick, D. Regula

X 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.

\_X\_ 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: D. Freeland, W. Bryan, R. Dublikar, P. Quick, D. Regula

#### **11. RECONVENE FROM EXECUTIVE SESSION**

#### **12. ADJOURNMENT**

### **NOTE:**

**NEXT REGULAR SCHEDULED MEETING: June 1, 2021  
at 2:00 PM at Exploration Gateway at Sippo Lake Park**

## STARK COUNTY PARK DISTRICT

## Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Upcoming Events

EVENT	DATE	TIME	LOCATION	BOARD MEMBER
<a href="#">Mother's Day Walk and Bridge Dedication</a>	Friday, May 7, 2021	10a	Petros Lake Park – Perry Dr. (South Entrance)	
<a href="#">Fry Family Park Orienteering Event</a>	Saturday, May 8, 2021	10:30 a	Fry Family Park	
Quail Hollow Manor House Tours	Sunday, May 9, 2021	1p, 2p or 3p	Quail Hollow Park	
Friends of Stark Parks Meeting	Wednesday, May 12, 2021	4p	ZOOM	David Regula
<a href="#">Watersheds</a>	Friday, May 14, 2021	5:30p	Fry Family Park	
<a href="#">Spring Plant Sale</a>	Saturday, May 15, 2021	10a-1p	Sippo Lake Park Exploration Gateway	
<a href="#">Stark Parks Ranger Bass Tournament</a>	Saturday, May 22, 2021	6a-4p	Walborn Marina	
Park Board Meeting	Tuesday, June 1, 2021	2p	Sippo Lake Park Exploration Gateway	
Friends of Stark Parks Meeting	Wednesday, June 9, 2021	4p	ZOOM	Bill Bryan

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Public Entities Pool (PEP) House Bill 444 – Employee Honesty and Faithful Performance of Duty Policy

RESOLUTION: #21-05-034

**WHEREAS**, the Stark County Park District in Stark County is a park district created under Chapter 1545 of the Revised Code and a member of the Public Entities Pool (PEP), a political subdivision risk pool established pursuant to O.R.C. 2744.081; and

**WHEREAS**, House Bill 444 of the 133<sup>rd</sup> General Assembly amended O.R.C 3.061, effective April 12, 2021, authorizes the use of an “employee dishonesty and faithful performance of duty policy,” rather than a surety bonds, for officers, employees, or appointees of a political subdivision who are otherwise required by law to acquire a bond before entering upon the discharge of duties; and

**WHEREAS**, in accordance with O.R.C. 3.061, “political subdivision” means a county, township, municipal corporation, school district, community school, park district created under Chapter 1545 of the Revised Code, library or library district specified in O.R.C. 3375.32, juvenile facility district created under O.R.C. 2151.65, or detention facility district created under O.R.C. 2152.41; and

**WHEREAS**, in accordance with O.R.C. 3.061 “employee dishonesty and faithful performance of duty policy” means a policy of insurance, or a coverage document issued by a joint self-insurance pool authorized under O.R.C.2744.081, to protect against losses that would otherwise be protected against under a surety bond and to protect against other losses as determined by the political subdivision; and

**WHEREAS**, the following shall apply to the policy:

1. An officer, employee, or appointee shall be considered qualified to hold the office or employment, without acquiring a bond, on the date the oath of office is taken, certified, and filed as required by law.
2. An officer, employee, or appointee shall have the employee dishonesty and faithful performance of duty policy in effect before the individual’s term of office or employment and the officer, employee or appointee shall not commence the discharge of duties until coverage is documented.
3. All officers, employees, or appointees who would otherwise be required to file a bond before commencing the discharge of duties shall be covered by and are subject to the employee dishonesty and faithful performance of duty policy instead of a surety bond requirement.
4. The coverage amount for an officer, employee, or appointee under an employee dishonesty and faithful performance of duty policy shall be equal to or greater than the maximum amount of the bond otherwise required by law.
5. Elected officials, prior to taking the oath of office and holding office, shall obtain approval of the intent to use the PEP coverage agreement to affirm the public entity’s coverage complies with O.R.C. 3.061. Said approval shall be obtained by the Stark County Park District, in Stark County: and

**WHEREAS**, the Stark County Park District, in Stark County’s “employee dishonesty and faithful performance of duty policy” through the PEP coverage document complies with ORC 3.061; and

**NOW THEREFORE, BE IT RESOLVED**, that on this 4th day of May, 2021, the STARK COUNTY PARK DISTRICT, in Stark County, Ohio, hereby authorizes the public entity to purchase and use “employee dishonesty and faithful performance of duty policy” through PEP instead of individual surety bonds for officers, employees, and appointees who are otherwise required to acquire a bond before entering upon the discharge of duties.

\_\_\_\_\_ 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: #21-05-035

**WHEREAS**, the Stark County Park District experienced multiple rabies related workers compensation claims in August of 2020; and

**WHEREAS**, each of the employee's Bureau of Workers Compensation (BWC) claims were denied; and

**WHEREAS**, leaving the employees responsible for the following amounts pending additional insurance payments/adjustments

- Employee One: One Hundred Fifty Dollars (\$150.00)
- Employee Two: Six Hundred Sixty Five Dollars and Five Cents (\$665.05)
- Employee Three: Ninety Six Dollars and Eight Cents (\$96.08); 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 employees for medical treatment.

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

**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 Nine Hundred and Eleven Dollars and Thirteen Cents (\$911.13) for the employee's responsibility.

**BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the allocation of Nine Hundred and Eleven Dollars and Thirteen Cents (\$911.13) 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:**

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 Staffing Updates  
RESOLUTION: #21-05-036

**WHEREAS**, the Stark County Park District Board of Park Commissioners approved the 2021 Budget that included staffing with Resolution #20-12-075; and

**WHEREAS**, the part-time Education Programmer position was a full-time position prior to the pandemic; and

**WHEREAS**, the part-time Education Programmer has resigned; and

**WHEREAS**, there is a need for reclassifying the part-time Education Programmer position within the Education Department to a full-time Education Programmer position effective as of May 5, 2021; and

**WHEREAS**, these recommended changes are within the 2021 Budget that was adopted with Resolution #20-12-075.

**NOW, THEREFORE, BE IT RESOLVED**, to reclassify the part-time Education Programmer position to a full time Education Programmer position in the Education Department effective as of May 5, 2021.

\_\_\_\_\_ 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: NatureWorks Grant Program-Petros Lake Park Restroom  
RESOLUTION: #21-05-037

**WHEREAS**, the State of Ohio through the Ohio Department of Natural Resources administers financial assistance for public recreation purposes, through the State of Ohio NatureWorks Grant Program; and

**WHEREAS**, the Stark County Park District desires financial assistance under the NatureWorks Grant Program; and

**WHEREAS**, the Stark County Park District desires to provide a restroom at Petros Lake Park; and

**WHEREAS**, it is anticipated the total project cost will be One Hundred Sixty Seven Thousand Dollars Six Hundred Sixty Six and Sixty Seven Cents (\$167,666.67.00); and

**WHEREAS**, the Stark County Park District is requesting One Hundred Twenty Five Thousand Dollars (\$125,000.00); and

**WHEREAS**, the grant requires a match of Twenty Five Percent (25%) for a total of Forty One Thousand Six Hundred Sixty Seven Dollars (\$41,667.67); and

**WHEREAS**, the match funds will be made up of force account labor, materials, and cash.

**NOW, THEREFORE BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners that the Stark County Park District is approved to file this application for financial assistance and that the Park Director is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance.

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to obligate the funds required to satisfactorily completed the proposed project and become eligible for reimbursement under the terms of the NatureWorks Grant Program.

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

**DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:



STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Clean Ohio Greenspace Conservation Fund: Natural Resource Advisory Council (NRAC) Accept Grant Award for Walborn Reservoir (formerly Bingham Property) and Fry Family Park

RESOLUTION: #21-05-038

**WHEREAS**, the Stark County Park Board of Park Commissioners approved Resolution #21-01-011 authorizing the Park Director to apply for grant funding for restoration and site improvement projects at Walborn Reservoir (formerly Bingham Property) and Fry Family Park; and

**WHEREAS**, the total project costs for restoration and site improvement projects are One Million Two Hundred Sixty Six Thousand Six Hundred Sixty Six Dollars and Sixty Seven Cents (\$1,266,666.67); and

**WHEREAS**, the total grant funding awarded for both projects will provide up to Seventy Five (75%) or Nine Hundred Fifty Thousand Dollars (\$950,000.00) for the following projects:

- Fry Family Park grant award totals Six Hundred Thousand Dollars (\$600,000.00) for the reforestation and prairie restoration of one hundred and ten (110) acres of land in accordance with the master plan for this park
- Walborn Reservoir (formerly Bingham Property) grant award totals Three Hundred and Fifty Thousand Dollars (\$350,000.00) for prairie restoration, a parking lot, signage and trails; and

**WHEREAS**, the Park District will be responsible for Twenty Five Percent (25%) match or Three Hundred Sixteen Thousand Six Hundred Sixty Six Dollars and Sixty Seven Cents (\$316,666.67) as required for the grant which will be provided by in-kind labor and donated equipment:

- Fry Family Park match totals Two Hundred Thousand Dollars (\$200,000.00)
- Walborn Reservoir match totals One Hundred Sixteen Thousand Six Hundred Sixty Seven Dollars (\$116,667.67).

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to accept the grant funds and execute the grant agreements with Ohio Public Works Commission for the projects at Fry Family Park and Walborn Reservoir (formerly Bingham Property), in the amount of Nine Hundred Fifty Thousand Dollars (\$950,000.00) with a match of Three Hundred Sixteen Thousand Six Hundred Sixty-Six Dollars and Sixty Seven Cents (\$316,666.67).

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to amend the 2021 Budget by an amount not to exceed Nine Hundred Fifty Thousand Dollars (\$950,000.00) for the completion of the restoration and site improvement projects at Walborn Reservoir (formerly Bingham Property) and Fry Family Park.

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to enter into a grant agreements with the Ohio Public Works Commission and to sign/execute any paperwork necessary to complete the projects, pending approval by Attorney, William F. Morris for legal form and sufficiency.

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

**DISCUSSION:**

None

MOTION CARRIED on a roll call vote as follows:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS  
SUBJECT: Vehicle Trade-ins  
RESOLUTION: #21-05-039

**WHEREAS**, the 2021 Project List & Budget was approved by the Stark County Park District Board of Commissioners by resolution #21-02-015 on February 2, 2021; and

**WHEREAS**, the 2021 Operations Departmental Project Budget includes the purchase of new vehicles for the fleet and

**WHEREAS**, the following vehicles are to be traded in:

- #3 – 2014 Ford Taurus (Former k-9 vehicle)
- #6 – 2014 Ford Explorer (Ranger vehicle/pool car)
- #14 – 2018 Ford F-350 (Operations)
- #41 – 2021 Ford Escape (Pool/Education)

are part of Stark County Park District current inventory; and

**WHEREAS**, it is Stark Park Districts desire to keep the cost of new equipment to a minimum.

**NOW, THEREFORE, BE IT RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize Operations Supervisor, Rob Hoover, and Financial Manager, Barb Wells to evaluate the trade-in prices offered by various dealers and recommend to the Director for approval of the lowest and best bid; and

**BE IT FURTHER RESOLVED**, by the Stark County Park District Board of Park Commissioners to authorize the Director to trade-in and remove the vehicles from our inventory.

\_\_\_\_ 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**  
*April 1-30, 2021*

04/01/2021	– Attended Canton Regional Society of Professional Engineers (CRSPE) Meeting via Zoom
04/02/2021	– Vacation Day
04/05/2021	– Attended Parketing Meeting via Zoom
	– Conducted One-on-One Meeting with Natural Resources Manager in Person at Sippo Lake
	– Attended Meeting with Human Resources Manager via Zoom
04/06/2021	– Attended Park Board of Commissioners Meeting in Person at Exploration Gateway at Sippo Lake Park
	– Attended Stark County Regional Planning Commission Meeting via Conference Call
04/07/2021	– Attended Education Department Staff Meeting via Zoom
	– Conducted Managers/Supervisors Meeting via Zoom
04/08/2021	– Attended Meeting Regarding Diversion Structure at Nimisila Feeder via Zoom
	– Attended Union Negotiations in Person at Exploration Gateway at Sippo Lake Park
04/09/2021	– Conducted One-on-One Meeting with Chief Ranger in Person at Sippo Lake Park
04/12/2021	– Attended Meeting On-Site with Operations Manager, Construction Supervisor and Developer at Fountains at Edgewood Regarding Middle Branch Trail Fence Constructed by Developer on Park Easement
04/13/2021	– Attended Meeting Regarding Exhibit Design for Magnolia Flouring Mills with Stark Parks Staff and Consultant via Zoom
	– Conducted Meeting with Projects and Administration Manager and Projects Assistant Regarding Updating the Park Lands Lease Agreement with the Stark County Commissioners via Zoom
04/14/2021	– Attended Education Department Staff Meeting via Zoom
	– Conducted Final Interview for Volunteer Coordinator Position in Person at Sippo Lake
04/15/2021	– Attended Fry Exhibit Design Meeting with Staff via Zoom
04/16/2021	– Attended Meeting with Grants Coordinator and Projects and Administration Manager via Zoom to Prioritize Grant Applications for Next Year
	– Conducted Managers/Supervisors COVID Meeting via Zoom
04/19/2021	– Attended Meeting with Human Resources Manager and Financial Manager Regarding Salary Survey via Phone Call
	– Attended National Association of County Park and Recreation Officials (NACPRO) Social Justice Committee Meeting via Webex
04/20/2021	– Attended Project Update Meeting with Staff via Zoom
	– Attended Quail Hollow Herb Garden Discussion with Staff via Zoom

04/21/2021	– Attended Education Staff Meeting via Zoom
04/22/2021	– Attended Mask Enforcement Discussion Meeting with Chief Ranger, Education Manager and Human Resources Manager via Zoom
	– Attended Union Negotiations in Person at Exploration Gateway at Sippo Lake Park
04/23/2021	– Vacation Day
04/26/2021	– Attended Visit Canton Executive Committee Meeting via Zoom
	– Attended Stark County Area Transportation Study Policy Committee Meeting via Phone Conference
	– Attended National Association of County Park and Recreation Officials (NACPRO) Board Meeting via Zoom
04/27/2021	– Attended Stark Parks Season Kick-off Day of Service at various park locations
04/28/2021	– Attended Education Staff Meeting via Zoom
	– Conducted Human Resources Manager's Annual Performance Evaluation in Person at Sippo Lake Park
04/29/2021	– Conducted Administration and Project Manager's Annual Performance Evaluation in Person at Sippo Lake Park
04/30/2021	– Vacation Day