

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

July 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 5:32 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, Financial Manager

Corianne Kocarek, Clerk to the Board

Dani McGuinness, Human Resources Manager

Sarah Buell, Projects & Administration Manager

GUESTS PRESENT:

None

B. Adoption of Agenda

B. Bryan MOVED to adopt the agenda as amended, which was SECONDED by D. Regula

DISCUSSION:

B. Wells stated that the Park District would like to add Resolution #21-07-045 for the approval of the Union Contract conditioned on an affirmative vote from the AFSCME Ohio Council 8 Local 2183

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 June 1, 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 June 1, 2021 Regular Park Board meeting as submitted.

P. Quick 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 May 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 May 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

• **Reference 52**

5. APPROVAL OF PAYROLLS AND BILLS

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

P. Quick 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 extended an invitation to the Park Board to an upcoming sneak peek of the Visitor Center donor recognition event prior to the grand opening at Fry Family Park on July 30 from 5-7 p.m.

7. NEW BUSINESS

A. RESOLUTION: #21-07-045: Acceptance of Union Contract

WHEREAS, the Stark County Park District Board of Park Commissioners previously approved with Resolution #20-12-076 an extension of the Union Contract between the Stark County Park District and AFSCME Ohio Council 8 Local 2183; and

WHEREAS, the agreement was extended through May 31, 2021; and

WHEREAS, a new contract has been negotiated and is attached as Exhibit A; and

WHEREAS, the new contract is effective January 1, 2021 through December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, to authorize the staff, Park Director and Park Board to sign the Union Contract attached as Exhibit A, conditioned on an affirmative vote of the AFSCME Ohio Council 8 Local 2183 members.

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

B. RESOLUTION: #21-07-046: Employee Events and Provisions Policy

WHEREAS, the "public purpose doctrine" permits a governmental entity to expend public funds if the primary purpose of the expenditure is necessary to perform a function expressly conferred on the entity by statute so long as the expenditure is not manifestly arbitrary or unreasonable; and

WHEREAS, from time to time expenditures that support and advance the Park District's goal of promoting the use of its facilities and resources by the general public may include purchase and distribution of various promotional items that are generally distributed among employees, volunteers, supporters, and use of the Park District; and

WHEREAS, public expenditures for food and refreshments associated with official Park District functions serve a public purpose when the provision of food or refreshments is an integral part of an official Park District function and the provision of food or refreshments is necessary to ensure meaningful participation by the participants; and

WHEREAS, the Employee Events and Provisions Policy attached as Exhibit A1 was presented to the Park Board at the June Board meeting held on June 1, 2021; and

• **Reference 53**

NOW, THEREFORE BE IT RESOLVED, the Stark County Park District Board of Park Commissioners authorize the expenditure of public funds for the purpose of purchasing reasonable promotional items that may be generally distributed to Park District employees, volunteers, supporters, and users in order to further promote and advance utilization of the Park District's facilities and resources among the general public.

BE IT FURTHER RESOLVED, the Stark County Park District Board of Park Commissioners authorize the expenditure of public funds for the purchase of food/meals as part of public awareness activities or public meetings such as open houses; other events where persons are invited to Park District facilities; meetings and/or training sessions for Park District Commissioners or employees; when the meeting or training session is scheduled during traditional breakfast, lunch, or dinner times and attendance is deemed necessary.

BE IT FURTHER RESOLVED, that coffee, meals, refreshments, transportation, or other amenities purchased with public funds pursuant to these Resolutions shall be modest and appropriate to a work setting.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to adopt the Employee Events and Provisions Policy as attached in Exhibit A1.

BE IT FURTHER RESOLVED, that budgets for the above expenditures shall be included in the Park District's annual budget or are brought to the Stark County Park District Board of Park Commissioners by specific resolution if necessary and outside the annual budget approval.

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

DISCUSSION: None

MOTION CARRIED on a vote as follows:

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

C. RESOLUTION: #21-07-047: Job Ranges

WHEREAS, the Stark county Park District Board of Park Commissioners previously adopted the 2021 Budget with Resolution #20-12-075 which included the current Job Ranges; and

WHEREAS, the Stark County Park District Board of Park Commissioners approved with Resolution #20-09-058 a Department Project for the Salary Survey Project; and

WHEREAS, the Salary Survey Project has been completed by Korn Ferry; and

WHEREAS, based on the results of the Salary Survey Project by Korn Ferry the Park Director recommends the Job Ranges as attached in Exhibit B; and

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to adopt the Job Ranges as attached in Exhibit B.

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

DISCUSSION:

B. Bryan asked if this includes all Job Ranges and is now public record

R. Fonte confirmed that is correct

MOTION CARRIED on a vote as follows:

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

D. RESOLUTION: #21-07-048: Korn Ferry/Hay Appraisal Percentages

WHEREAS, the Korn Ferry/Hay Appraisal Percentages, attached as Exhibit C, is to be evaluated annually by the Park Board for the purpose of defining the range of salary adjustments to be made available to the staff based on their performance; and

WHEREAS, the Park Director, Robert A. Fonte, has reviewed the Korn Ferry/Hay Appraisal Percentages (Exhibit C); and

• **Reference 54**

WHEREAS, it is the Park Director’s recommendation that the Board adopt the Korn Ferry/Hay Appraisal Percentages as attached as Exhibit C for 2021.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to accept the Park Director’s recommendation to adopt the Korn Ferry/Hay Appraisal Percentages as attached as Exhibit C to determine the percentage of increase to be used as part of the annual review of park staff performance for 2021.

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

DISCUSSION:

R. Fonte stated this resolution corresponds with merit raises

MOTION CARRIED on a vote as follows:

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

E. RESOLUTION: #21-07-049: Budget Transfer: Lift Station at Sippo Lake Park

WHEREAS, the Operations Manager, Rick Summers, has determined that in order to meet the increased popularity of Sippo Lake Park it is necessary to further repair the lift station; and

WHEREAS, the lift station functions as a wastewater pumping station that moves wastewater from a lower elevation to a higher elevation; and

WHEREAS, the current lift station is a two pump station that is operating on one pump that is on loan; and

WHEREAS, the lift station has had the cracked piping repaired, the check valves have been replaced, all mechanical connections have been repaired, fasteners replaced, floats replaced, and all electric connections have been repaired. With all of these repairs the lift station is still not working properly; and

WHEREAS, the remaining repairs needed are essentially the cost of a new lift station; and

WHEREAS, the parts and labor for a new lift station are in an amount not to exceed Seventeen Thousand Dollars (\$17,000.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Seventeen Thousand Dollars (\$17,000.00) from the Project Fund Unallocated (072.28.0000.65000) to Machinery/Equipment-Maintenance (072.28.1035.65405) for the remaining repairs to the lift station for parts and labor.

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

DISCUSSION:

B. Bryan asked about the background regarding this resolution

R. Fonte stated the lift station at Sippo Lake Park is 40 years old and has been repaired several times. The Park District also submitted it to the Stark County Auditor for potential reimbursement

D. Freeland asked about the increased popularity, is this due to the pandemic?

R. Fonte stated yes, with additional visitors to the Park there is additional wear and tear on the system

MOTION CARRIED on a vote as follows:

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

F. RESOLUTION: #21-07-050: Budget Transfer: Quail Hollow Boiler Maintenance and Reseal

WHEREAS, the boiler at Quail Hollow is annually inspected by the State of Ohio and based on the inspection repairs are required; and

WHEREAS, the boiler needs to be drained and taken apart and cleaned, and needs to have new seals installed and tested; and

WHEREAS, the parts and labor for the maintenance and resealing of the boiler at Quail Hollow Park are in an amount not to exceed Two Thousand Four Hundred Dollars (\$2,400.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Two Thousand Four Hundred Dollars (\$2,400.00) from Project Fund Unallocated (072.28.0000.65000) to Machinery/Equipment-Maintenance (072.28.1035.65405) for parts and labor for the boiler at Quail Hollow Park.

D. Regula MOVED to adopt this resolution, which was SECONDED by R. Dublikar

DISCUSSION:

B. Bryan asked if there was a dollar limit on what was brought to the Park Board for approval

R. Fonte stated that anything that is in excess of the budget that you approve, in this case the equipment-maintenance budget was depleted with repairs to the lift station

MOTION CARRIED on a vote as follows:

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

8. DIRECTOR’S REPORT

A. 2021 Project List and Budget

DISCUSSION: None

B. Director’s Report:

DISCUSSION: None

9. ADJOURNMENT

BE IT RESOLVED to adjourn at 5:50 p.m. Next scheduled meeting: August 3, 2021 at 2:00 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: August 3, 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 56**