

ASHTABULA COUNTY METROPARKS
91 N Chestnut St. Jefferson, Ohio 44047

BOARD MEETING MINUTES

Wednesday, February 12, 2020

The regular monthly meeting of the Ashtabula County Metroparks Board of Commissioners was held at the Board Office meeting room at 91 N. Chestnut Street in Jefferson, Ohio and called to order at 4:00 p.m. by Holly Mayernick, President. Board members attending and completing a quorum were: Marie Lane, Vice President and Paul Carpenter. Staff in attendance; Larry Frimerman, Brett Bellas and Joseph Webb. Guests: Attorney Michael Hamper, Board Legal Counsel, and Sherri and Dave Bailey

Agenda Review and Approval:

Holly Mayernick appointed Marie Lane to serve as Board Clerk due to the resignation of Pam Blough.

Agenda was reviewed. Lane moved to amend the agenda to reflect audience participation prior to the executive session and the director's report at the conclusion of new business, time permitting. Carpenter seconded. All in favor.

Audience Participation:

Sherri and Dave Bailey requested the formation of a Wildlife and Stewardship Committee.

Executive Session:

Lane moved for an executive session to discuss personnel and legal matters; Carpenter seconded. Moved into executive session at 4: 08 p.m. Roll Call: Lane, Carpenter, Mayernick

Reconvened to regular session at 4:21 p.m.

Regular Business at Hand:

Review of minutes of January 8, 2020 regular meeting. Lane moved to approve; Carpenter seconded. All in favor

Review of minutes of January 21, 2020 special meeting. Lane moved to approve; Mayernick seconded. Lane, aye, Mayernick, aye, Carpenter abstained.

Review of February 2020 expenses/payables. Carpenter moved to approve; seconded by Lane. All in favor.

Review of January 2020 financials. Carpenter moved to approve; seconded by Lane. All in favor.

Old Business:

Carpenter moved to approve LJB's RFQ submittal for Turkey Creek and Red Brook Contracts; seconded by Lane. All in favor.

Lane moved to pursue Water Trail Designations for the Grand River and Conneaut Creek; seconded by Carpenter. All in favor.

Carpenter moved to approve the highest and best bids for the surplus inventory, to wit: \$851.00 for the plow and \$351.00 for the mower; seconded by Lane. All in favor.

Lane moved to approve the previously published changes to the Ashtabula County Metroparks Bylaws; seconded by Lane. All in favor.

New Business:

Lane moved to table discussion of surfacing of Upper Grand driveway; seconded by Carpenter. All in favor.

Carpenter moved to apply for the Clean Ohio Trails Fund and Recreational Trails Fund grants; seconded by Lane. All in favor.

Carpenter moved to approve the Perma Grow bid of \$8300.00 for trees at the Huffman property; seconded by Lane. All in favor.

Carpenter moved to approve the sum of \$7800 for the construction and installation of kiosks at the Upper Grand and Rock Creek parking lots; seconded by Lane. All in favor.

Lane moved to approve the bid of TLC for \$5300.00 for the refurbishing of the basketball court at Upper Grand; seconded by Mayernick. Lane, aye, Mayernick, aye, Carpenter abstained.

Lane moved to approve the sum of \$5125.00 for the replacement of cement at the shelter at Upper Grand; seconded by Carpenter. All in favor.

Carpenter moved to adopt the job descriptions of Office Administrator, Grant Administrator, and Administrative Assistant and Board Clerk; seconded by Lane. All in favor.

Lane moved to approve Larry Frimerman for the position of Grant Administrator, with no salary change, effective immediately; seconded by Carpenter. All in favor.

Lane moved to immediately post the position of Administrative Assistant and Board Clerk as a part time position (20 hours per week) with a salary range of \$13 to \$16 per hour, dependent upon experience; seconded by Carpenter. All in favor.

Lane moved to adjourn; Carpenter seconded. Meeting adjourned.

Next meeting scheduled for March 4, 2020 at 4:30 p.m.

Board Certification:

Holly Mayernick, ACMP Board President

I certify that this is an accurate representation of the proceedings from the aforementioned meeting.

Clerk of the Board (Acting)