

**Ashtabula County Metroparks  
Board Meeting Minutes  
January 12, 2022 - 4:30 PM  
Henderson Memorial Public Library  
54 East Jefferson Street  
Jefferson, Ohio 44047**

Call to Order- 4:30 PM

Board Members in Attendance: Charlie Kohli, Marie Lane, Holly Mayernick, Paul Carpenter and Joe Tredent; Staff in Attendance: Bellas, Dietrich, Swegheimer and Beattie

Guests in attendance: Rod Raker, Horticulturist and Eric Hrin, Gazette

Mayernick addressed an adjustment in the agenda. The Election of officers should be a separate line item.

Kohli moved to approved the agenda; Lane seconded. All in favor, "aye".

Kohli moved to accept the December 8, 2021 Regular Board Meeting Minutes; Carpenter seconded. All in favor, "aye".

Kohli moved to accept the December 15, 2021 Special Board Meeting Minutes; Tredent seconded. All in favor, "aye".

Tredent moved to accept the December 2021 financials including the Budget Performance Report, Cross Fund Report and Vendor Invoice Summary (Vendor Ledger); Carpenter seconded. Roll call. All in favor, "aye".

Mayernick advised the board that she and Mr. Raker had a nice conversation and he provided her with a packet of information in regards to Malek Park. She will share this with Bellas.

Mayernick shared information with the board in regards to the Metroparks checking account and the signatures on the checks. Beattie advised that there is only one signature required on the checks and we have strong internal controls in place; however, it is always good to be extra cautious. We can revisit at a later time, if needed.

Lane moved to require two primary signatures on checks, Laura Beattie as Fiscal Officer and Antoinette Swegheimer as Office Administrator. Joe Tredent and Paul Carpenter may be added as backup if one of the two primary signers are not available; Kohli seconded. Roll call. All in favor, "aye".

Mayernick shared with the board that the staff will meet twice a week to plan for park operations.

Kohli moved to accept Marie Lane as Ashtabula County Metroparks Board President; Tredent seconded. Roll call, Lane abstained. All in favor, "aye".

Carpenter moved to accept Joe Tredent as Ashtabula County Metroparks Board Vice President; Kohli seconded. Roll call, Tredent abstained. All in favor, "aye".

Audience Participation – Rod Raker introduced himself to the board and offered his services to the Malek Park project. Lane shared that Kohli is the representative for the board with the Friends of Malek Park group and suggested he exchange contact information with Kohli. Tredent and Lane shared that there are some planned projects already in the process; however, the board is always interested in hearing the public's suggestions.

Swegheimer shared a recap of 2021 including the following:

Red Brook Metropark – Upper Restoration and Lower Restoration projects were completed.

Turkey Creek Metropark – Master Plan completed.

Lampson Reservoir – Culvert was installed on Brodnelli.

Western Reserve Greenway Trail – All the bollards have been replaced to a new collapsible style, the Lease agreement with Ohio Rail Development has been updated and the North Shore Trail was completed.

Upper Grand Metropark – We finished the demolition of several buildings on the property and the parking area has been completed.

Fiscal Agent conversion completed.

Volunteer hours – "Over the Hill Gang" had 1,587.50 total hours and the "Grand River Trail Riders" had 250 total hours.

In reference to the Red Brook Metropark Access and Restoration project, Green shared that the staff, after much discussion, would like to recommend a change order for LJB and the labyrinth. Beattie stated that this funding is part of the Ohio Public Works Commission Grant and the numbers have been confirmed with Rob Jurs. Bellas shared additional details on the project.

Carpenter moved to approve the change order to continue the project at Red Brook Metropark to LJB, Incorporated in the amount of \$35,000 for a design bid and engineering services; Mayernick seconded. Roll call. All in favor, "aye".

Mayernick shared information on the lease for Martinis Restaurant and Lounge at Red Brook Metropark. Lane stated the Lease will need to be amended. She suggested the Metroparks send a letter to the owner.

Mayernick moved to accept the extension of the lease and the removal of the two buildings from the contract; Carpenter seconded. All in favor, "aye". Motion carries.

Kohli moved to approve the Official Certificate of Estimated Resources for the Fiscal Year Beginning January 1, 2022; Mayernick seconded. Roll call, "aye".

Carpenter moved to approve the Fiscal Officer of the Ashtabula County Metroparks to initiate payroll through the direct deposit – electronic funds transfer (EFT) process for all employees effective January 17, 2022; Tredent seconded. Roll call, "aye".

Kohli moved to extend the Master Service Agreement for Red Brook Metropark between the Ashtabula County Metroparks and LJB, Incorporated; Mayernick seconded. Roll call, "aye".

Mayernick moved to approve the quote from LJB, Incorporated in the amount of \$85,000.00 for engineering services for the Red Brook Metropark Recreational Facilities Phase II. This phase includes the renovations of two (2) buildings, adding a pavilion, additional parking and two (2) bridges; Carpenter seconded. Roll call, "aye".

Kohli moved to officially name the Metropark located at 3100 Cork Cold Springs Road, Austinburg, Ohio 44010 to Upper Grand River Metropark; Carpenter seconded. Roll call, "aye".

Executive Session to discuss property, personnel and legal.

Mayernick moved to adjourn the meeting at 5:17 pm and enter into Executive Session after a brief break at 5:22 pm; Carpenter seconded.

Mayernick moved to adjourn Executive Session at 6:25 pm; Tredent seconded.

Tredent moved to adjourn the regular meeting at 6:26 pm; Kohli seconded.

**Upcoming:**

Regular Board Meeting

February 9, 2022

Henderson Memorial Public Library

54 East Jefferson Street

Jefferson, Ohio 44047



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Marie Lane, ACMP President



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Laura Beattie, Fiscal Officer/Clerk of the Board