

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

April 8, 2020

The regular monthly meeting of the Ashtabula County Metroparks Board of Commissioners was held via video conferencing and called to order at 4:30 p.m. by Holly Mayernick, President. Board members attending and completing a quorum were Marie Lane, Vice President, Paul Carpenter, Charlie Kohli and Joe Tredent. Staff in attendance: Larry Frimerman and Brett Bellas.

Mayernick appointed Lane to serve as board clerk.

Agenda Review and Approval: Kohli moved to approve the agenda; Tredent seconded. All in favor.

Reviewed and Approved:

Carpenter moved to approve the March 4, 2020 meeting minutes; Carpenter seconded. Mayernick aye, Lane aye, Carpenter aye, Kohli aye, Tredent abstained. Motion passed.

Kohli moved to approve the March 20, 2020 special meeting minutes; Carpenter seconded. Mayernick aye, Lane aye, Carpenter aye, Kohli aye, Tredent abstained. Motion passed.

Kohli moved to accept the March 2020 expenses/payables; Carpenter seconded. All in favor

Kohli moved to approve the March 2020 financial reports; Carpenter seconded. All in favor

Audience Participation: None

President's Report:

A work session will be scheduled for the board to inspect park buildings.

Mayernick reported that parking violators at Red Brook have been receiving written warnings by the Ranger, with notice that repeat offenders will be formally cited. Additional signs will be installed by Bellas.

Mayernick will ask Ranger to extend his working hours.

Returning seasonal employee is scheduled to start in May. Bellas will follow up with additional candidate.

Staff Reports:

Bellas reported:

1. There have been many downed trees, but all have been cleared.
2. There is an issue with trash being dumped in the parks.
3. He has been meeting with lawn contractors to discuss summer mowing.
4. Spring cleanup will begin next week to fix turf damage. He will contact the Ranger and Det. Brian Cumberledge regarding potential restitution from the offender.

Frimerman reported:

1. Received official notification from ODOT of approval of manual and L.P.A. certification. He is going to begin the online training.
2. It is anticipated that formal approval from ODOT to solicit construction bids for North Shore Trail extension should be received in May.
3. Capital Budget Bill grant application for Pymatuning Greenway is not expected to be acted upon until June due to delays caused by COVID-19. However, we can still proceed with ODOT application.
4. National Fish & Wildlife Federation Save Our Great Lakes grant proposal is due April 23.
5. ODNR Nature Works grant proposal for Pavilion is due June 1.
6. Turkey Creek and Red Brook projects with LJB are moving forward as scheduled.

Old Business:

Discussion was had regarding deferment of Martini's rent during the COVID-19 crisis. Carpenter made a motion to defer rent for April and May; Martini's will still be responsible for the utilities. The matter will be revisited at the May meeting. Kohli seconded. All in favor.

Discussion was had regarding the proposed Conneaut Trails Metropark and its inclusion into the Masterplan.

Discussion was had regarding Bid Book Policies.

New Business with Action Required:

Charlie moved to name the new Roaming Shores parking lot the "Rock Creek Falls Trailhead"; Tredent seconded. All in favor.

Lane moved to formally include the Conneaut Trails Metropark project into the Masterplan; Kohli seconded. All in favor.

Lane moved to approve the revised Masterplan; Tredent seconded. All in favor.

Kohli moved to approve the bid by M&M Construction for \$6,000 to construct the stairway at Indian Mound; Carpenter seconded. All in favor.

Kohli moved to approve Resolution 2020-02 authorizing Mayernick, as President, and Lane, as Vice President, to make any necessary changes for the financial accounts with Huntington Bank; Carpenter seconded. All in favor.

Kohli moved to approve the credit card policy; Carpenter seconded. All in favor.

Carpenter moved to authorize the letter of participation to the National Fish and Wildlife Foundation for the "Habitat Restoration through Invasive Species Control in the Grand River Corridor and Lake Erie Coastal Areas" proposal; Tredent seconded. All in favor.

Kohli moved to approve the Resolution of Authorization for the filing of the Nature Works application; Tredent seconded. All in favor.

Lane moved to approve the bid of Goodwill Industries to clean the restrooms at Lampson Staging Area (\$32.75), Harpersfield (\$70), and Camp Peet (\$30.60); Tredent seconded. All in favor.

Lane Moved to approve the bid of J.S. Hardscapes for \$4330 to repair the sink hole at Red Brook; Carpenter seconded. All in favor.

Lane moved to adopt resolution 2020-03 to adopt the "Dispute Resolution Policy", "Change Order Policy", "Consult Services Contract Management Policy" and the previously adopted "Credit Card Policy"; Tredent seconded. All in favor.

Kohli moved to close all park restrooms, playgrounds, and shelters until the Governor lifts the COVID- 19 ban; Tredent seconded. All in favor.

Lane moved at 5:58 p.m. to adjourn the regular meeting and proceed into executive session, via video conferencing, to discuss real estate and personnel matters. Kohli seconded. Roll call. All in favor. Executive session commenced at 6:07 p.m.

Regular session, via video conferencing, was reconvened at 6:37 p.m.

Lane moved to instruct Mayernick to extend an offer of employment to first candidate for the position of Metroparks Office? Administrator; Kohli seconded. All in favor.

Carpenter moved to adjourn; Tredent seconded. Meeting was adjourned at 6:38 p.m.

Next board meeting scheduled for May 6th at 4: 30 p.m.
Special board meeting scheduled for April 15th at 4:30 p.m.
Next Work Session scheduled for April 15th at 4:45 p.m.

Holly Mayernick, Board President

Marie Lane, Acting Board Clerk