

## **ASHTABULA COUNTY METROPARKS**

25 West Jefferson Street, Jefferson, OH 44047

### **BOARD MEETING MINUTES**

Wednesday March 9<sup>th</sup>, 2016

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 6:30pm. By Paul Carpenter. Board Members in attendance and completing a quorum were: Paul Carpenter, President; Bob Best, Vice President; Charlie Kohli, Member; Terry Berkey, Member, and Marie Lane, Member. Pam Blough, Clerk. The February Regular Minutes and Current Monthly Expense Worksheet were reviewed. January financials were reviewed. Motion to approve Minutes by Kohli, with change to item 4 Old Business: substitute "approve the PPA" for "signing the official document", add Resolution 2016-003 Year End financial approval. Second by Berkey. Motion to approve Financials by Kohli, second by Lane. Motion to approve bills/expenses by Kohli, seconded by Best. All motions were passed by unanimous vote of aye. Also in attendance: Attorney Katherine Riedel, Advisory Council Members and Friends of the Metroparks.

Audience Participation is limited to three minutes each and the Board thanks them for their input.

Gary Hines of the Ohio State Snowmobile Association proposes a Metroparks cleanup day on May 7<sup>th</sup>. He has acquired a donation of a roll off that could be placed at Lampson Staging Area near the Greenway. Mr. Carpenter will contact the Friends of Harpersfield to coordinate a date. Project Parks could include the Greenway Trail, Lampson Reservoir and Harpersfield Metropark.

Roger Corlett, Ashtabula County Auditor, has reminded all County departments per his memo that a purchase order must be obtained prior to any expenditure.

First Levy installment is due to be deposited to the Metroparks next week. A prioritized budget will be addressed during an upcoming work session.

Old Business:

1. Mr. Berkey moved that the Board allow Mr. Carpenter to sign the final Lampson Expansion Grant paperwork and Conservation Easement on behalf of the Board to close out the purchase of the Berardinelli Property; and to approve the administration fees due WRLC in the amount of \$18,500. Second by Mr. Kohli. All in favor. Motion passed by unanimous vote.
2. The Ashtabula Foundation Grant application for the construction of a Handicapped Accessible Observation Deck at Lampson Reservoir is due April 4<sup>th</sup>.
3. No update to report on the Letter of Intent that was submitted to the Conneaut Foundation for shelters.
4. Mr. Berkey should have WRGT signage costs by next meeting.
5. Discussion of OHC riding the trails at Hatches Corners Metroparks: Board discourages the use of horses to map out the potential trail at this time until another study and staking can be done by an ecologist. Mr. Berkey will contact Jim Bissell of the Cleveland Museum of Natural History to assist. The OHC may walk the property on foot to help them map out the area.
6. The Board voted to place a contingency on the purchase agreement offer being made to Goodwill for North Shore Trail property. They advised Attorney Riedel to add a clause making the offer contingent upon Mr. Kister signing an easement. Ms. Riedel will draft the purchase agreement with the contingency for the Board to review. Kohli moved, Berkey second. All in favor. In other NST news, the easements proposed around Smith field are being held up by Guerra needing additional property from the City of Ashtabula before they will agree to sign an easement. The State will not allow further purchase of land in the Goodwill area using NST Grant funds according to Mr. Kohli. The State has approved submission for TAP Funding. Metroparks to apply for the Grant. If Smolen prepares the Application for the Metroparks, what would be the cost? Mr. Kohli will check.
7. The March 8<sup>th</sup> Conference call with ACE regarding the Lamprey Barrier at Harpersfield was cancelled by the Corp. There have been no new dates set for the next conference call(s).
8. The Dam Inspection at Harpersfield: Mr. Kohli will be the contact person on behalf of the Board.
9. Discussion of Insurance Coverage: motion to agree to raise the liabilities with additional billing of \$1115 as a result of the requested increase in liability coverage. Lane moved, Berkey seconded; motion passed by unanimous agreement.
10. Mr. Kohli moved that the Board allow Mr. Berkey to open discussions with the old Rock Creek Aluminum Company for purchase of land for the Rock Creek Bypass. This would enable the Greenway Trail to continue through the area without using village streets. Second by Ms. Lane. All in favor: aye. Motion passed by unanimous vote.
11. Camp Peet update: The Board approved payment up to \$800 for survey updates that

are necessary to allow the description attached to the deed to be transferred by the County Auditor. The Deed should be transferred by Chicago Title to the Metroparks as soon as the updates are applied and approved by the County.

12. A list of purchases needed for the NatureWorks Grant for Harpersfield will be worked on by Mr. Berkey, Mr. Best and Sue Ferritto.
13. The new website is currently in setup mode with Internet Marketing Solutions.

New Business:

1. The Board addressed correspondence received from Mr. Wirtz regarding metal detecting policy in the Metroparks. The Board discussed that the policy should be taken on a park by park, only certain areas, and per event basis. The Board wishes to invite Mr. Wirtz to a Board Meeting to inquire upon his policies and procedures on metal detecting.
2. Mr. Kohli motioned to allow the Lake Metroparks to use the facilities at Harpersfield Metropark for their Annual Kayak and Canoe Race to be held April 23<sup>rd</sup>. Mr. Best seconded the motion. All were in favor. Motion passed by unanimous vote.
3. Mr. Best reported that the Friends of Camp Peet were working on a list of maintenance needs. The Metroparks will need to update the appropriations for expenditures for the Peet property when the estimates are in. The Metroparks also plans to hold a dedication to honor Clara D. Peet once title has transferred. The State also holds land adjacent to the Peet land and a partnership with the State for an extensive trail system through both areas could be produced.
4. Motion by Mr. Berkey; the Board should move forward with discussions with Infinity Resources regarding staffing for the Metroparks. Next regular work session the Board will sit down in a meeting with Holly Mayernick from Infinity Resources to discuss job descriptions and hear proposal from Infinity Resources. Second by Ms. Lane. All were in favor by unanimous vote of aye.
5. Mr. Berkey motioned to allow Ms. Lane to send a letter to the Ashtabula County Bar Association asking for any attorney interested in serving the Metroparks to submit a proposal. Second by Mr. Best. All in favor. Motion passed.
6. Mr. Kohli will be authorized to sign the Ashtabula City School Easement (amended) on behalf of the Board. So motioned by Mr. Berkey and seconded by Mr. Best. All in favor. Motion passed unanimously.
7. Ms. Lane will check into the "Volunteer Names and Addresses list" requested by the County.
8. The Board will look into the availability of office space and meeting rooms in the Jefferson area pending news of the move by the Ashtabula County Port Authority from their current office space.
9. Mr. Carpenter is authorized by the Board to spend up to \$1000 for water line repairs needed at Harpersfield Metropark. In addition, he will be authorized to have the

restrooms pumped out at a cost up to \$500 for each facility. Moved by Mr. Best. Second by Mr. Berkey. Mr. Carpenter will have Mr. Jenks get some estimates and then will proceed with ordering the needed repairs as soon as possible. Motion passed by unanimous vote of the Board.

Upcoming Events:

- April 16<sup>th</sup>, Clara D. Peet Preserve (Camp Peet) Friends of Camp Peet Cleanup.
- April 23<sup>rd</sup> Harpersfield Metropark Grand River Kayak & Canoe Race

Adjourn: There being no further business; Mr. Kohli moved the meeting be adjourned at 8:40pm. Mr. Best seconded the motion. All in favor. Meeting Adjourned.

Next Board Meeting: April 13<sup>th</sup>, 2016 @ 6:30pm 91 N Chestnut St Jefferson  
Next Work sessions: March 16<sup>th</sup> and March 23<sup>rd</sup> 2016 @ 6:30pm  
April 27<sup>th</sup> 2016, 6:30pm

Minutes to be approved: April 2016

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Paul Carpenter, President/Chair (or representative)

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Pam Blough, Clerk