

ASHTABULA COUNTY METROPARKS
25 West Jefferson Street, Jefferson, OH 44047

BOARD MEETING MINUTES

Wednesday May 11th, 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; Terry Berkey, Member, and Marie Lane, Member. Pam Blough, Clerk. Charlie Kohli, Member; was on vacation and not present. The April Regular and Special Minutes and Current Monthly Expense Worksheet were reviewed. April financials were not available by meeting time. Motion to approve Minutes by Berkey, Second by Best. Motion to approve bills/expenses by Lane, seconded by Berkey. All motions were passed by unanimous vote of aye. Also in attendance: Advisory Council Members and Friends of the Metroparks/public.

Presentation: Kristy Belaney; Butterfly and Pollinator Garden Project for Metroparks. Kristy could not be present but the Board unanimously approved her plant list from Nodding Onion Gardens; ok per Paul Carpenter.

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

Mr. Deneen: Ashtabula City resident. Mr. Deneen is a homeowner near the Greenway and has a drainage problem, wants to address the Board since the right of way is near his home. The Board is waiting for the County Engineer's opinion. Would the Board be able to grant an easement to the landowner for ditching purposes? The Ohio Rail Commission as owner may have to grant the easement and or address the issue. The Board will contact Mr. Deneen.

Laura Fidel: Music Along the River Committee. Laura asked the Board if they may continue to offer primitive camping to the musicians at Harpersfield on Friday and Saturday nights during the event. The Board agreed. Members of the MATR Committee signed and handed in their Volunteer Indemnity Forms. MATR requests a move from the small pavilion to the large pavilion this year. Lamprey Barrier project will not be in the construction phase this year. Water Fountain should be repaired by August. Proof of Flyer will be sent to the Board for approval.

Scott Burgett: Friends of Metroparks. Scott handed out report folders with his ideas for the Metroparks Photo Contest. The Board will review.

Ken Nordquest: Would like to see a section of the Trail dedicated to Cross Country Skiing. Mr. Carpenter advised that north of Sanborn Rd. could be an option since snowmobiles are not allowed north of that point. Ken also asked about the annual Trumbull County WOW Ride. They use the Ashtabula Metroparks Pavilion at Lampson Staging Area, but the ride is dedicated as a fundraiser for the Trumbull County portion of the Trail. This year's ride is scheduled for June 11th.

Old Business:

1. Mr. Best will need to send the Camp Peet sign specs to Mr. Berkey for sign production for the Clara D. Peet Preserve.
2. Mr. Best noted that the NatureWorks Grant either needs to use suppliers from the State's list of "Community Bids" or we need to have our attorney fill out a Certificate of Authority. NatureWorks was awarded for improvements to Harpersfield Metropark.
3. Austinburg Lowlands Grant paperwork has been received and is ready for review and signature. Some concerns on the status of some of the buildings will need to also be addressed.
4. Motion by Mr. Best to approve a partial list of items needed for the Greenway Trail Maintenance, submitted by Mr. Berkey; chain saw, weed eater, tractor forks, skids. Also the repairs to Lampson Staging parking area not to exceed \$7500. Second by Lane. Mr. Berkey will obtain a PO for the equipment and quotes for the repair work. All in favor, passed by unanimous vote. The larger equipment items will need more research/estimates before purchasing. The signage will also need legal review and approval pursuant to ORC before ordering.
5. Shelly & Sands will be finishing up their project on the Greenway and the I-90 Tunnel area. They will also paint the inside of the tunnel with anti-graffiti paint.
6. Waterways Grant request for erosion control at Harpersfield: has been submitted; no new update per Mr. Best.
7. The Board discussed the NST Funds and the next phase. The Board determined that they need a roundtable discussion with ALL parties involved in order to move forward.
8. Mr. Best reported the maintenance and gravel delivery will begin at Camp Peet this week. Brobst will also begin trimming trees.
9. There will be a scope meeting held at the Blakeslee Rd parking area with Chris Surma from ODOT and the Engineer's Dept. on Thursday May 19th, 10:30am. Mr. Best and Mr. Berkey will try to attend.
10. Moved to go into Executive Session at 8:50pm to discuss clerical personnel hours; inviting Pam Blough. Second by Ms. Lane. Call of the roll: Carpenter, aye; Lane, aye; Best, aye; Berkey; aye. All in attendance and completing a quorum, motion to move into Executive Session so passed and entered.
11. Back on the Record at 9:00pm.

New Business:

1. Mr. Carpenter spoke with an Austinburg resident who reported excessive vehicle traffic running on the Greenway Trail south of Rt. 307. The Board will need to look into posting signage and hiring security personnel.
2. Mr. Carpenter directed the Clerk to check with Jefferson Twp. Zoning regarding the need for a permit to place park signage at Lampson Reservoir Metropark.
3. The Lake Metroparks Canoe Race held last month had a tremendous turnout and everyone had a great time. Mr. Best and Mr. Carpenter were involved in the event itself. Ms. Lane submitted pictures for the Ashtabula Metroparks website.
4. The Webpage has been given the okay to launch. Internet Marketing Solutions will be wrapping up design adjustments and going live soon.
5. Ms. Lane motioned that the Metroparks should enter into a contract with Goodwill Industries to clean the restrooms at Harpersfield. Second by Mr. Best. All in favor. Motion passed. Contract will be sent to Goodwill for their approval. Goodwill came in with the best and lowest estimate for the 2016 season.
6. Motion by Mr. Best to pay Jeff Jenks for lawn care at Harpersfield for 2016 season, not to exceed \$7680. Second by Ms. Lane. Motion passed by unanimous vote.
7. Motion by Mr. Best to approve estimate by Brobst Tree Svc for tree removal at Harpersfield, not to exceed \$3,000. Second by Ms. Lane. All in favor, motion passed.
8. Motion made by Mr. Berkey to allow the Clerk to supply the new office space at a cost not to exceed \$5,000. Ms. Lane seconded. All in favor. Motion passed.
9. Permit application will need to be submitted to the Village of Jefferson for the Metroparks sign to be placed on the outside wall of the new office. The County will provide the labor to install. Ms. Lane will inquire.
10. Motion by Mr. Berkey to hire Penniman Brothers Landscaping to mow the Conneaut and Monroe properties at \$100 per mow. Mr. Best will call as needed. Second by Ms. Lane. Motion passed by unanimous vote.
11. Mr. Carpenter brought up the need to post a request for off duty Sheriff's deputies for hire for the Greenway Trail security needs. Ms. Lane will speak with Sheriff Johnson.
12. Motion to move the Clerk to full-time at 31 hours; pending inquiry with the County regarding the Affordable Care Act and the Health Care options. The Metroparks will offer benefits if required. Second by Ms. Lane. All in favor. Motion passed. Clerk will contact County HR to discuss options and accept accordingly.
13. Mr. Carpenter will order polo shirts with the Metroparks Logo for the Board Members.
14. Mr. Berkey brought up the need for a mileage reimbursement policy. Board discussed and decided to table for further discussion.

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Upcoming Events: none noted

Adjourn: There being no further business; Ms. Lane moved the meeting be adjourned at 9:04pm. Mr. Best seconded the motion. All in favor. Meeting Adjourned.

Next Board Meeting: June 8th, 2016 @ 6:30pm 91 N Chestnut St Jefferson
Next Work sessions: May 25, 2016 @ 6:30pm

Minutes to be approved: June 2016

Paul Carpenter, President/Chair (or representative)

Pam Blough, Clerk