



## Board Minutes

April 1, 2015 – 2:00 PM

Preservation Parks of Delaware County  
Hogback Ridge Preserve

ATTENDEES: Commissioner Dan Boysel , Commissioner Bruce Ruhl, Executive Director Tom Curtin, Chris Roshon, Sue Hagen, Bonnie Houk, Sandra McBrearty, Ted Miller, Richard Niccum, Kyle Pace, Patrick Shirey, Dennis Welch, Tony Benishek, Mary Van Haaften. Commissioner Chair John Bader not present.

GUEST: Amy Tovar

The meeting was called to order by B. Ruhl at 2:06 PM.

ADOPTION OF AGENDA: D. Boysel moved to adopt the agenda, B. Ruhl seconded. The motion carried 2 – 0.

REVIEW OF MINUTES. D. Boysel moved to approve the March 5, 2015 minutes as submitted. B. Ruhl seconded. The motion carried 2 – 0.

REVIEW OF MONTHLY BUDGET REPORT. D. Boysel moved to approve the budget report as submitted. B. Ruhl seconded. The motion carried 2 – 0.

PUBLIC PARTICIPATION: No comments.

PARK UPDATES: T. Curtin reported on the following park updates:

1. Bidding for the Ottawa Creek project is anticipated in August 2015.
2. Installation of the new boardwalk at Deer Haven continues.
3. Surveying has been completed for the Meredith State multi-use trail. Planning department has met with the project engineers regarding the construction drawings.
4. The Clean Ohio Greenspace Conservation application previously submitted has been recommended for funding; awaiting notification from Ohio Public Works Commission.
5. Survey work continues for the lower parking lot at Shale Hollow.
6. Linda Wesner donated “Forgotten Forests” painting to the Park District. (Currently hanging in the board room.)

NEW BUSINESS:

1. Contract award for county wide public survey. Four requests for proposals were sent out seeking quotes to conduct a county wide awareness and needs survey. One firm failed to respond, one firm responded they were too busy to propose, and two firms submitted proposals. After reviewing the submissions staff recommended contracting with Illuminology of Columbus due to their familiarity with conducting surveys throughout central Ohio. The cost of the survey is \$17,962. D. Boysel Moved to award the contract to Illuminology, B. Ruhl seconded. The motion carried 2- 0.

2. Authorization for the expenditure of funds for food / beverages up to \$1500. Per the State and County Auditor, Board authorization is required for the expenditure of funds for food, beverages, and/or supplies used for public purposes, employee recognition, and wellness activities, up to \$1500. (\$600 was budgeted for 2015) T. Curtin requested to increase the amount to provide food for staff wellness activities that will occur throughout the year. D. Boysel moved to approve this expenditure, B. Ruhl seconded. The motion carried 2 – 0.
  
3. Adjustment of reservation fees. The district’s reservation rates have been in effect since 2010. T. Curtin recommended the reservation fee increase from \$40 per four hour block of time to \$60 at Gallant Woods, Emily Traphagen, and Blues Creek Preserve and that each additional hour beyond the four hour block is adjusted from \$10 to \$20. Business meetings at Deer Haven and Shale Hollow are also reserved in four hour blocks, then charged hourly if more time is desired. T. Curtin recommended increasing the reservation fee from \$150 per four hour block of time to \$175 and adjust the additional per hour rate of \$37.50 to \$40 per hour. The nonprofit discount rate is half of the above rates. The new rates would go into effect June first. Visitors who have already reserved shelters at the current rate would not incur additional charges. B. Ruhl moved to approve the adjustment, D. Boysel seconded. The motion carried 2- 0.
  
4. McCoy Nature Center hours of operation. Given the low weekend attendance numbers, the number of volunteer shifts needed to staff the nature center (4 per weekend), and the number of open shifts that are covered by staff, it was recommended that the nature center be closed on weekends. The average weekend visitation was 12 in 2012, 12 in 2013, and 15 in 2014. The closure would go into effect June first. D. Boysel moved to close the nature center on weekends, B. Ruhl seconded. The motion carried 2 – 0.

RESOLUTIONS (attached in full):

1. #2015 – 316 AUTHORIZING A NEW FUND FOR OHIO ENVIRONMENTAL EDUCATION GRANT FROM OHIO EPA  
 The Board authorized the creation of a new fund in the amount of \$5,000 for the creation of a pollinator garden at Deer Haven Preserve. B. Ruhl moved to approve the resolution, D. Boysel seconded. The motion carried 2 – 0.
  
2. #2015 – 317 AUTHORIZING THE INCREASE OF CREDIT CARD LIMITS  
 The Board authorized the increase of credit card limits from \$7,000 to \$13,500 to aid in training registration, etc. At this time the Director has a \$1,500 limit, the deputy director, department heads and staff (a total of 11 cards) each have a \$500 limit. The recommended limits are \$1,500 for the Director and Deputy Director, \$1,000 limit for the 8 department heads and park managers, and \$500 for select staff (5). B. Ruhl moved to approve the resolution, D. Boysel seconded. The motion carried 2 – 0.
  
3. #2015 - 318 RECOGNITION OF TODD YOUNKIN  
 The Board approved a resolution recognizing Todd Younkin for his leadership and substantial contributions to the Park District and citizens of Delaware County during his tenure at Preservation Parks. D. Boysel moved to approve the resolution, B. Ruhl seconded. The motion carried 2 – 0.
  
4. #2105 – 319 AUTHORIZING STAFF TO APPLY FOR NATUREWORKS GRANT

The Board authorized Mary Van Haaften to execute and file an application with the Ohio Department of Natural Resources for possible funding assistance. B. Ruhl moved to adopt the resolution, D. Boysel seconded. The motion carried 2 – 0.

#### DEPARTMENT REPORTS

OLD BUSINESS: None

EXECUTIVE SESSION: Roll call was taken and the Board went into Executive Session at 3:08 PM for the purpose of discussing land acquisition and compensation of employees.

The Board came back into open session at 3:37 PM

Land - B. Ruhl moved to acquire 20.868 acres in Liberty Township, D. Boysel seconded, the motion passed 2 – 0

Personnel – B. Ruhl moved to renew the employee vision insurance with Superior Vision, maintaining the employee and park district contributions, and renewing the employee dental insurance with Principle – pending investigation of Standard’s dental network - maintaining the employee and park district contributions, renewing employee life insurance, and dropping short term disability insurance, creating a sick time bank to replace (std) and adding long term disability insurance with Principle. D. Boysel seconded. The motion carried 2 – 0.