



## MINUTES

Preservation Parks of Delaware County

May 9, 2013

Hogback Ridge Preserve

2656 Hogback Road, Sunbury

ATTENDEES: John Bader, Dan Boysel, Bruce Ruhl, Rita Au, Kim Banks, Frank DiMarco, Sue Hagan, Saundra McBrearty, Jason Nahvi, Rich Niccum, Kyle Pace, Chris Roshon, Patrick Shirey, Kara Spriggs, Dennis Welch, Todd Younkin

GUESTS: Jim Bargar, Marci Bird, Sydney Garverick, Lizzie Burnett, Sean Gogolin

1. Introduction of Summer Interns: S. Hagan introduced Sydney Garverick; F. DiMarco introduced Lizzie Burnett; R. Niccum introduced Sean Gogolin.

The meeting was called to order at 1:01 P.M. by Bruce Ruhl.

Review of Minutes. The Minutes of the April 11, 2013 meeting were reviewed. J. Bader pointed out that the Minutes reflected that the next meeting date would be April 11, when it should have read May 9. D. Boysel moved to accept the Minutes as amended. B. Ruhl seconded. The motion carried.

Review of Monthly Budget Report. D. Boysel expressed concern that the Year-to-Date percentages used for Materials & Supplies (96.52) and Services & Charges (97.64) were so high this early in the year. R. Au stated she also had been concerned and checked as to the reason for these high percentages. She found that more purchase orders were submitted in January for purchases anticipated throughout the whole year than were submitted in previous years. She had already taken measures to reduce and/or eliminate some of those purchase orders, which netted around \$8000 more of uncommitted funds.

K. Spriggs also reported that now that the exemptions from property taxes, which had been pending for several years, had been received, the money earmarked for payment of those taxes could also be returned to the budget. And, the reimbursement of property taxes paid should be refunded to our budget in the near future. All of these actions would serve to provide a healthier budget.

After the above discussion and review of the budget, B. Ruhl moved to approve the expenditures as submitted. D. Boysel seconded. The motion carried.

Public Participation. M. Bird requested that the reports be included with Minutes when they are posted on-line. She reported that in checking the Web sites of park districts that a variety of reports were included, such as strategic plans, annual reports, monthly budget reports and annual reports. B. Ruhl responded that we would consider the request.

## NEW BUSINESS

1. Request for Professional Leave – None submitted.
2. a. Recognition of Kim Banks. R. Au reported that K. Banks was nominated for the Roush Honda Baron Award of Excellence for her work with the Buckeye Valley West Elementary Green Barons Club.  
b. Recognition of Liz Neroni. R. Au read an email from a Girl Scout parent who had attended a program presented by Liz Neroni in which she praised Liz highly and stated she would make a donation to the education department in Liz's name.
3. Five-Year Comprehensive Plan Update. R. Au reported that she had not completed the update and the issue was tabled.
4. Financial Adjustment Resolution. R. Au reported that the Auditor's office was no longer requesting the financial adjustment, so the issue was dismissed.
5. Employee Policy Handbook Review. B. Ruhl requested information as to the major changes prior to making a decision. J. Bader requested that the area of Education be added under the Employment Structure. The item was tabled until that change could be added and more information could be provided for comparison with the current Policy.
6. Special Gathering Policy Review. S. McBrearty reported that there have been groups which are not affiliated with the Park District which have wanted to utilize a facility for an event. To date, we have not allowed this because our current rental policy does not address these groups. McBrearty worked with the Administrative Team to develop a new policy, a Special Gathering Policy, to address these requests. After discussion, J. Bader moved to implement the Special Gathering Policy on a trial basis to see how its implementation impacted the Park District. B. Ruhl seconded. The motion was approved.
7. Norfolk & Southern Railroad Proposal. T. Younkin reported that the Norfolk & Southern Railroad was planning to replace the trestle across the Olentangy River at the southern boundary of River Run Preserve. The specs for the project had included Preservation Parks as the potential access point for the contractors. In his discussions with several contractors planning to bid the project, and representatives from Norfolk & Southern, T. Younkin learned that the project would entail traversing the park by heavy equipment, such as cranes, backhoes, dump trucks, etc. He recommended not allowing the project to proceed with access through River Run Preserve. J. Bader agreed with T. Younkin's recommendation, stating that the impact to River Run Preserve would be too great. B. Ruhl moved that the contractor for the Norfolk & Southern Railroad bridge replacement project over the Olentangy River not be granted access to the project area through River Run Preserve because the physical impact would be too great on the park. D. Boysel seconded. The motion was approved.
8. Shale Hollow Preserve Change Order. T. Miller presented a change order for the remediation of the lower parking lot and road at SHP. The clay base for an area of the lot would necessitate some amendments to make it stable. The recommendation was for the contractor to furnish and install Portland cement stabilization to approximately 930 square yards to a depth of 12 inches. This was not in the original contract. The amount of the change order was \$31,600. D. Boysel moved and B. Ruhl seconded to approve the change order of \$31,600 for the addition of Portland cement for stabilization of the lower parking lot and road at Shale Hollow Preserve. The motion carried.
9. Railroad Crossing Signal at The Trailhouse. R. Au presented a request from the Delaware County Model Railroaders Club for the approval to install a railroad crossing signal at

The Trailhouse at BWCT. After discussion, the Board approved the installation if the signal with the following caveats: it would be installed near the building; it would be operational (blinking) only when the building was open; there would be no sound involved; and, the members of the Club would be responsible for its installation, maintenance and removal upon vacation of The Trailhouse by the Club.

10. Trail Guide. R. Au reported that Hogback Ridge Preserve was an entry in the Five-Star Trails around Columbus Guide. Hogback Ridge Preserve was also ranked 11<sup>th</sup> out of 50 in the category of Best Fall Color.

#### OLD BUSINESS

1. Grant Application Update. R. Au exhibited four grant applications which she had submitted for various projects.
2. Berkshire Township Site Review Report. T. Younkin reported that he had visited two potential park sites in Berkshire Township with Rowland Smith. Neither was appropriate as a park for Preservation Parks.

EXECUTIVE SESSION. At 2:27, D. Boysel moved to convene an Executive Session to discuss land acquisition and legal issues. J. Bader seconded. At 2:42, B. Ruhl moved to adjourn the Executive Session and reconvene the General Session. R. Au was instructed to notify a property owner in Delaware Township that Preservation Parks was interested in obtaining her property.

The next meeting was scheduled for 1:00 on June 13, 2013, at Hogback Ridge Preserve.