

**MINUTES**

Preservation Parks of Delaware County

January 9, 2014 – 1:00 P.M.

Hogback Ridge Preserve

2656 Hogback Road, Sunbury, Ohio 43074

Attendees: John Bader, Dan Boysel, Rita Au, Tony Benishek, Frank DiMarco, Sue Hagan, Kevin Kuhn, Saundra McBrearty, Ted Miller, Rich Niccum, Kara Spriggs, Mary Van Haaften, Dennis Welch, Todd Younkin

Visitor: Marci Bird

The meeting was called to order at 1:01 by D. Boysel.

Election of Officers. J. Bader nominated D. Boysel to serve as Chair for 2014; D. Boysel seconded. Motion carried. D. Boysel nominated J. Bader to serve as Vice-chairperson and B. Ruhl to serve as Secretary for 2014; J. Bader seconded. The motion carried.

Review of Minutes. D. Boysel moved and J. Bader seconded to approve the Minutes of the December 12, 2013 meeting as submitted. The motion carried.

The following motions were made in regard to Minutes of Executive Sessions held on the following dates for the purpose of the purpose of a public employee:

December 12, 2013 – D. Boysel moved and J. Bader seconded to accept Minutes as presented.

Motion was approved.

December 23, 2013 – D. Boysel moved and J. Bader seconded to accept Minutes as presented.

Motion was approved.

January 2, 2014 – D. Boysel moved and J. Bader seconded to accept Minutes as presented.

Motion was approved.

Review of Monthly Budget Report. K. Spriggs, Accounts Payable Clerk, reported that there had been less than normal activity during December because the Delaware County Auditor closed the books in mid-December to allow for year-end reporting and payment activities. J. Bader moved to accept the expenditures for the month of December as submitted; D. Boysel seconded. The motion was approved.

Public Participation. None was offered.

NEW BUSINESS

1. Request for Professional Leave
   1. Park Manager Patrick Shirey to attend the OPRA Conference and Trade Show - $395 – February 3-5, 2014
   2. Rich Niccum, Kim Banks, Liz Neroni, Robin Mays, and Gabe Ross to attend the Wildlife Diversity Conference at the Aladdin Shriners’ Complex on March 12, 2014 - $40 per person/$200 total
   3. Liz Neroni and Kim Banks to attend the Central Ohio Vernal Pool Monitoring Workshop on March 22, 2014 at Stratford Ecological Center - $30 each/$60 total
   4. Michael Landon to attend two welding classes of 48 hours each - Basic and Advanced - at the Tri-Rivers Career Center for a total of $1870.

D. Boysel moved and J. Bader seconded to approve the requests for training. Motion carried.

1. Clean Ohio Conservation Grant. Executive Director R. Au presented a resolution to authorize PPD to submit an application to the CleanOhio Conservation Grant program for the purchase of a property in Delaware Township. J. Bader moved and D. Boysel seconded to authorize Au to submit the application.
2. Federal Recreational Trails Grant Program Application. R. Au reported that this application was being postponed until 2015. The topic was withdrawn for 2014.
3. Staffing. R. Niccum, Education Services Manager, presented a proposal to expand the Farm Manager position from part-time to full-time. Citing an increase in activities on the farm, including crop planting, equipment repair and upkeep, taking over the building maintenance duties, and future animal husbandry, R. Niccum requested that the position be given full-time status. D. Boysel moved to change the Farm Manager position to a full-time position from a part-time position, effective immediately. J. Bader seconded. The motion was approved.
4. Officer Appointment. D. Boysel administered the Oath of Office to Kevin Kuhn to become a Police Officer for Preservation Parks.
5. Vacation Policy. HR Manager, Tony Benishek, presented a new vacation policy to address the issue of vacation accrual. The topic was tabled until the Board had time to review the recommendation.

REPORTS

OLD BUSINESS

1. Five-Year Comprehensive Plan Update. R. Au reported that the draft plan would be ready by the February meeting.
2. Executive Director Search. D. Boysel reported that the deadline to apply had been December 20, 2013 and that 34 applications had been received. He reported that they planned to conduct phone interviews of the top 10 applicants.

EXECUTIVE SESSION. At 2:05 P.M., D. Boysel moved to convene an Executive Session to discuss the potential purchase of land for public purposes and employee compensation. J. Bader seconded. Mr. Boysel voted Aye. Mr. Bader voted Aye. The motion was approved. The Executive Session was adjourned at 2:42 P.M.

D. Boysel made a motion to attempt to purchase at auction a three acre property in Troy Township with the purchase price to be capped in the range of $50,000. J. Bader seconded. The motion was approved.

D. Boysel moved to provide a 3% merit increase and a .75% market adjustment to the executive director’s salary, to be effective the first full pay period in 2014. J. Bader seconded. The motion was approved. R. Au expressed her appreciation.

J. Bader moved to adjourn the meeting at 2:48; D. Boysel seconded. The motion was approved.

The next meeting was scheduled for February 13 at 1:00 P.M. at Hogback Ridge Preserve.

Voting Aye Thereon: Voting Nay Thereon:

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Daniel Boysel, Chair, Park Commissioners Daniel Boysel, Chair, Park Commissioners

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John Bader, Park Commissioner John Bader, Park Commissioner

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Bruce Ruhl, Park Commissioner Bruce Ruhl, Park Commissioner

Certify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rita A. Au, Executive Director