

Regular Board Meeting – December 21, 2015

RESOLUTION SUMMARY

Resolution	Description	Byers	Doneghy	Savage	
Resolution No. 95-15	Approval of Land Purchase – 4950 Whitehouse Spencer Road, Swanton, OH (Parcel #74-06203)	Motioned		2 nd	Approved
Resolution No. 96-15	Ratification of Land Purchase – 4800 Hill Avenue (Parcel # 20-00220) and 5100 Hill Avenue (Parcel # 20-00183), Toledo, OH 43615	Motioned		2 nd	Approved
Resolution No. 97-15	Ratification of Land Purchase – 4904 Hill Avenue (Parcel # 20-00204), Toledo, OH 43615	Motioned	2 nd		Approved
Resolution No. 98-15	Approval of Easement to City of Waterville	2 nd	Motioned		Approved
Resolution No. 99-15	Contract Approval, Providence Metropark New Parking Lot & Kayak Launch	Motioned	2 nd		Approved
Resolution No. 100-15	Ratify Advance from General Fund to ODNR Program Fund #236	2 nd	Motioned		Approved
Resolution No. 101-15	Establish use and amount of Blanket Purchase Order for 2016	Motioned	2 nd		Approved
Resolution No. 102-15	Ratification of Issuance and Use of Super Blanket Purchase Orders for 2016 Utilities	2 nd	Motioned		Approved
Resolution No. 103-15	Issuance of Super Blanket and Blanket Purchase Orders for purchase of Health Insurance for 2016	Motioned	2 nd		Approved
Resolution No. 104-15	Annual Legal Services for 2016	2 nd	Motioned		Approved
Resolution No. 105-15	Authorization to Issue a Super Blanket Purchase Order to Toledo Botanical Gardens for 2016 Annual Services	Motioned	2 nd		Approved
Resolution No. 106-15	Issuance of Purchase Order for payment of 2016 Annual Workers' Compensation Premium	2 nd	Motioned		Approved
Resolution No. 107-15	Issuance and Use of Super Blanket Purchase Order for Purchase of Gasoline and Diesel Fuel from Wright Express Fleet Services (WEX Bank) for Park District Fleet	Motioned	2 nd		Approved
Resolution No. 108-15	Creation of New Fund - GLRI V – Maumee Program Fund #255	Motioned	2 nd		Approved
Resolution No. 109-15	Authorize 2016 Advance Out from General Fund to New GLRI V – Maumee Program Fund #255	Withdrawn – not needed.			
Resolution No. 110-15	Authorization to Renew Depository Agreements with Huntington Bank	2 nd	Motioned		Approved

	and Fifth Third Bank				
Resolution No. 111-15	Schedule of Payables	Motioned	2 nd		Approved
Resolution No. 112-15	Ratify Amendment to the 2015 Certificate of Estimated Resources	Motioned	2 nd		Approved
Resolution No. 113-15	Ratify Amendment of Final 2015 Appropriations Measure	2 nd	Motioned		Approved
Resolution No. 114-15	2016 Certificate of Estimated Resources	Motioned	2 nd		Approved
Resolution No. 115-15	Ohio Department of Transportation Property Access Approval	2 nd	Motioned		Approved

The mission of Metroparks of the Toledo Area is to conserve the region's natural resources by creating, developing, improving, protecting, and promoting clean, safe, and natural parks and open spaces for the benefit, enjoyment, education, and general welfare of the public.



Board Minutes

METROPOLITAN PARK DISTRICT OF THE TOLEDO AREA
MONDAY, DECEMBER 21, 2015
WARD PAVILION – WILDWOOD METROPARK PRESERVE

Commissioners Present:

Scott Savage, President
Fritz Byers, Vice President

Arrived at 12:20 p.m., Lera Doneghy, Vice President

Stephen W. Madewell, Executive Director
Arrived at 12:10 p.m., Richard Wolff, Legal Counsel

Staff present: Dave Zenk, Matt Cleland, Jill Molnar, Tim Schetter, Carla Westbrook, Cathy Marinelli, and Scott Carpenter

1. NON-RESOLUTION BOARD ITEMS

President Scott Savage called the meeting to order at 12:04 p.m.

Mr. Savage led the Pledge of Allegiance.

2. CONSENT AGENDA ITEMS

Mr. Fritz Byers made a motion for approval of consent agenda items which also includes the disposition of the minutes of the previous meeting as well as the minutes from the special meeting held on November 24, 2015. This motion was seconded by Mr. Scott Savage and approved.

3. CONSIDERATION OF REPORTS FROM DIRECTOR AND EMPLOYEES OF THE DISTRICT FOR YOUR REVIEW

A. Tim Schetter – Director of Natural Resources

Board discussion and request for public comments regarding proposed placement of temporary cofferdam in Ward's Canal.

Mr. Tim Schetter reported that ODNR requested we provide a public hearing both at a public forum as well as on our website regarding our permit application.

B. Carla Westbrook, Director of Finance/Treasurer

Mrs. Carla Westbrook reported that we have received some additional residual taxes. She also noted that the rotary check will appear in next month's report.

Mr. Savage inquired as to why the investment ledger was an addition to the financial reports to the board. Mr. Cleland responded that the ledger was included at his request and stated that he hopes to add month over month and year over year graphs of the portfolio in the future.

Mr. Byers inquired about an update regarding our VIP software. Mrs. Westbrook responded that she feels we are underutilizing the system, but in the process of increasing usage and learning more about the software. Mr. Matt Cleland also reported that last week we opened the ability to enter 2016 requisitions, where previously there was a barrier to having two years open in the software at once. This marks the beginning of the progress Mrs. Westbrook spoke of.

4. BOARD APPROVAL OF CONTRACTS, DEEDS, AGREEMENTS, ETC.

1. Mr. Byers offered and moved adoption of the following resolution, with a second by Mr. Savage

Resolution No. 95-15 – Approval of Land Purchase – 4950 Whitehouse Spencer Road, Swanton, OH (Parcel #74-06203)

Mr. Tim Schetter reported that the funding we are seeking will cover the cost of the entire land acquisition. This resolution will remove the contingency of board approval next year.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

2. Mr. Byers offered and moved adoption of the following resolution, with a second by Mr. Savage

Resolution No. 96-15 – Ratification of Land Purchase – 4800 Hill Avenue (Parcel # 20-00220) and 5100 Hill Avenue (Parcel # 20-00183), Toledo, OH 43615

Mr. Schetter responded that the next two resolutions are virtually the same other than different owners. These will complete our land acquisitions for this particular site. This property is also in our strategic plan as one of our future new parks for development.

Mr. Byers noted that we will have roughly 89-90% of the land acquisition costs covered through grants, which is terrific. He commended Mr. Schetter and Metroparks for all of their hard work utilizing grants for these purchases.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

3. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 97-15 – Ratification of Land Purchase – 4904 Hill Avenue (Parcel # 20-00204), Toledo, OH 43615

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

4. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 98-15 – Approval of Easement to City of Waterville

Mr. Richard Wolff reported that he had the actual agreement with him should the commissioners want to review it. Mr. Byers inquired if legal had any concerns and Mr. Wolff stated the easement agreement had

been reviewed and our office had made changes, and Waterville’s attorney had not seen the changes but had indicated that any changes we made would be acceptable.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

5. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 99-15 – Contract Approval, Providence Metropark New Parking Lot & Kayak Launch

Mr. Dave Zenk reported that they are very comfortable with the contractor, while this is a new company, we’ve worked with all the players involved on past projects.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

6. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers
Resolution No. 100-15 – Ratify Advance from General Fund to ODNR Program Fund #236

Mrs. Westbrook reported this is to prevent a negative fund balance at year end because the reimbursement of the grant will not be available in 2015 as originally planned but it will come in the first quarter of 2016.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

7. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 101-15 – Establish use and amount of Blanket Purchase Order for 2016

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

8. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers
Resolution No. 102-15 – Ratification of Issuance and Use of Super Blanket Purchase Orders for 2016 Utilities

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

9. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy
Resolution No. 103-15 – Issuance of Super Blanket and Blanket Purchase Orders for purchase of Health Insurance for 2016

Mr. Savage inquired as to if there were any changes since previously discussed when the budget was submitted. Mrs. Westbrook responded that there were no additional costs pushed onto the employees. Mr. Cleland reported that the flat rate of premiums is more likely associated with the County’s self-insurance fund balance than it is with healthcare cost trending.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

10. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers
Resolution No. 104-15 – Annual Legal Services for 2016

Mr. Byers inquired if this was an increase from last year? Mrs. Westbrook reported that yes, this is an increase. Mr. Madewell reported that it was a very fair agreement.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

11. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 105-15 – Authorization to Issue a Super Blanket Purchase Order to Toledo Botanical Gardens for 2016 Annual Services

Mr. Madewell reported that there is a decrease in the appropriations from last year in order to use those funds to put in place a general management plan.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

12. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 106-15 – Issuance of Purchase Order for payment of 2016 Annual Workers’ Compensation Premium

Mr. Byers inquired to what the percentage of increase is? Mrs. Westbrook reported that it’s an estimated amount until they can review our experience. We are a part of a sub-contract through the county and do not get rated separately.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

13. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 107-15 – Issuance and Use of Super Blanket Purchase Order for Purchase of Gasoline and Diesel Fuel from Wright Express Fleet Services (WEX Bank) for Park District Fleet

Mrs. Westbrook indicated the increase is due to usage versus actual fuel costs.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

14. Mr. Byers offered and moved to amend the resolution and adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 108-15 – Creation of New Fund - GLRI V – Maumee Program Fund #255

Mrs. Westbrook reported that Mr. Schetter informed her that the language is incorrect and needs to be amended. Mr. Byers requested to take out the word sub-award and replace it with the word grant and to also delete “agreement with Nature’s Conservancy”. Mr. Schetter indicated that once we make the application for the US EPA grant next year, he will return with another brief and resolution.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

15. Resolution withdrawn

Resolution No. 109-15 – Authorize 2016 Advance Out from General Fund to New GLRI V – Maumee Program Fund #255

Mrs. Westbrook indicated this resolution is not needed. Mr. Savage stated it is withdrawn.

16. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 110-15 – Authorization to Renew Depository Agreements with Huntington Bank and Fifth Third Bank

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

17. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 111-15 – Schedule of Payables

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

18. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 112-15 – Ratify Amendment to the 2015 Certificate of Estimated Resources

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

19. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 113-15 – Ratify Amendment of Final 2015 Appropriations Measure

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

20. Mr. Byers offered and moved adoption of the following resolution, with a second by Mrs. Doneghy

Resolution No. 114-15 – 2016 Certificate of Estimated Resources

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

21. Mrs. Doneghy offered and moved adoption of the following resolution, with a second by Mr. Byers

Resolution No. 115-15 – 2016 Ohio Department of Transportation Property Access Approval

Mr. Wolff indicated that legal has reviewed the agreement and made changes so Metroparks will not be held responsible.

After discussion and upon unanimous vote the resolution was declared duly adopted and recorded in the appendix to these minutes.

5. PUBLIC ISSUES

Mr. Savage stated that at a future meeting we will be discussing some enhancements for next year's commissioners preview party. Mr. Madewell indicated there was a meeting held internally following the holidays. Once those notes have been received, he will forward those on.

Mr. Madewell also indicated in January we will revisit the Vision Statement. Additionally, Mrs. Michelle Grigore will be providing a strategic programming report. Also occurring in the first quarter of 2016. Mr. Schetter will be providing a presentation pertaining to natural resources and Mr. Zenk will be discussing park improvements.

Mrs. Doneghy made a motion to adjourn the board meeting at 12:58 p.m., which was seconded by Mr. Byers.

Scott Savage, President

Attest: _____
Stephen W. Madewell, Executive Director

SWM/kjm
12/21/15