

Seneca County Park District Board of Park Commissioners

October 12, 2021 – 9:00AM

Park Office, 3362 S. TR 151, Tiffin OH 44883

Meeting Minutes

Lori Hall called the meeting to order at 8:58 AM.

Roll Call:	Jakob Boehler	<u>present</u>	Sarah Betts	<u>present</u>
	Lori Hall	<u>present</u>	Shelly Smola	<u>present</u>
	Lee Martin	<u>absent</u>		
	Bill McAllister	<u>present</u>		
	Janet Shutt	<u>absent</u>		

Staff & Guests: Kim Wickman, Linda Rose, Catherine Gase

Consent Agenda: A motion was made by Bill McAllister to approve the meeting agenda & minutes of the 9/14/21 regular meeting. Motion was seconded by Jakob Boehler, and was approved unanimously.

Financial Reports: A motion to approve the financial statements was made by Jakob Boehler and seconded by Bill McAllister. Motion was approved unanimously.

Executive Director's Report presented by Sarah Betts (see attachment for full report).

- Closing documents for the St. John's Mill property have been signed, and are awaiting recording at the County Recorder's office. Staff will be touring the property next week to do an initial evaluation.
- The house at Bowen Nature Preserve was inspected and the 151-year-old foundation will need to be totally replaced.
- The building renovations at Fruth Wetland Nature Preserve are expected to start next week.
- The Park Board will have an upcoming vacancy when Bill McAllister reaches his term limit at the end of this year. Anyone interested in applying for the board member position should apply to Judge Meyer. Details are posted on the Park District's website.

Programs Report presented by Linda Rose

- Programs are well attended and numbers continue to pick up.
- The Park District participated in Lyme Village School Days, the Storybook Festival at Tiffin Middle School, and an educational program is scheduled on October 13th for students at Seneca East.

Nature Preserves Report presented by Kim Wickman

- New locks have been installed at most locations. This will allow for the same key to be used across most buildings, eliminating the need for staff to have individual keys for each location.
- The power is expected to be working at the Garlo maintenance building by the end of the week.

Public Comment: Catherine inquired about the Storybook Trails. Sarah clarified that there will be a new Storybook Trail at Fruth and the existing Storybook Trail at Garlo would be upgraded to permanent stations identical to Fruth. Catherine also inquired about the desired skill set for the Board Member position. Detailed information along with a job description are posted on the Park District's website.

Old Business:

Request to increase Park Manager starting pay range upper limit from \$18/hour to \$22/hour. The increase is being sought due to the current range having not been updated recently, and this increase would allow hiring at a greater experience level, and will help attract more qualified

candidates in the current highly competitive labor market. A motion was made by Bill McAllister, seconded by Jakob Boehler and was approved unanimously.

New Business:

Resolution 10.12.2021 #1: Approving and Authorizing an Equipment Expense in an amount not to exceed \$6,000 for Computer Equipment. A motion was made by Jakob Boehler, seconded by Bill McAllister and was approved unanimously.

Resolution 10.12.2021 #2: Approving and Authorizing an Equipment Expense in an amount not to exceed \$10,000 for Security System Equipment. A motion was made by Bill McAllister, seconded by Jakob Boehler and was approved unanimously.

Executive Session: N/A

Adjournment: Motion to adjourn was made by Jakob Boehler, seconded by Bill McAllister, and was approved unanimously. Meeting adjourned at 9:18 AM.

Next Meetings:

November 9	9 AM	Park Office
December 14	9 AM	Park Office

Respectfully Submitted by: Shelly Smola, Secretary