

# **Seneca County Park District Board of Park Commissioners**

December 9, 2025 – 5:00PM

Nature Education Center, Fruth Wetland Nature Preserve  
10130 W. State Route 18, Fostoria OH 44830

## **Regular Meeting Minutes**

Jacob Price called the meeting to order at 5:00 PM.

<b>Roll Call:</b>	Jakob Boehler	<u>present</u>	Sarah Betts	<u>present</u>
	Lori Hall	<u>present</u>	Shelly Smola	<u>present</u>
	Lee Martin	<u>present</u>		
	Chris Monsour	<u>present</u>		
	Jacob Price	<u>present</u>		

**Staff & Guests:** Linda Rose

**Consent Agenda:** A motion was made by Lee Martin to approve the meeting agenda, and the minutes of the 10/14/25 regular meeting. Motion was seconded by Chris Monsour, and was approved unanimously by roll call vote of members present.

**Financial Reports:** A motion to approve the financial statements through November 2025 was made by Chris Monsour and seconded by Jakob Boehler. Motion was approved unanimously by roll call vote of members present.

**Executive Director's Report** presented by Sarah Betts (see attachments for full reports).

- Sarah provided an overview of her written Director's Report and highlighted planned activities for 2026 to celebrate the Park District's 30th Anniversary and the United States' 250th Anniversary.
- Hunting season is underway, with two deer taken at Steyer Nature Preserve and none reported at Clary-Boulee McDonald Nature Preserve.
- Sarah provided a detailed overview of the open Natural Resource Manager position and responded to questions from the Board.

**Programs Report** presented by Linda Rose

- February-May programs have been finalized.
- The Park District participated in Tiffin Christmas Parade on Saturday, December 6th. Twenty preschoolers and family rode on the Park District's float.

**Operations & Natural Resources Report** presented by Sarah Betts

- Routine maintenance and winter preparation continues.
- New signage has been installed at Clary-Boulee McDonald Nature Preserve.

**Friends of the Seneca Parks:** N/A

**Public Comment:** N/A

**Unfinished Business:** N/A

**New Business:**

**2026 Board Meeting Schedule:** A motion to approve the Seneca County Park District Board of Park Commissioners 2026 meeting schedule was made by Lee Martin and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

**Resolution 12-09-2025 #1:** Accepting and approving the disposal of unneeded equipment. A motion to approve the resolution for disposal of unneeded computer equipment was made by Lori Hall and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

**Resolution 12-09-2025 #2:** Approving and authorizing a supplemental budget adjustment decrease in the amount of \$139,695.03 to expense line 2188-0021-5305-02 (Land Development). A motion to approve the resolution was made by Lori Hall, and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

**Farm Bids:** Two bids were received for the 2027–2031 farm leases and were publicly opened at 9:00 AM on December 9<sup>th</sup> 2025, with Sarah Betts and Shelly Smola present. One bid was submitted by Troy and Scott Kagy for Garlo Nature Preserve at \$211 per acre, and one bid was submitted by Garrett Clark for Garlo and Steyer Nature Preserves, each at \$201 per acre. A motion to award the Garlo Nature Preserve lease to Troy and Scott Kagy at \$211 per acre and the Steyer Nature Preserve lease to Garrett Clark at \$201 per acre was made by Chris Monsour and seconded by Lori Hall. The motion was approved unanimously by roll call vote of members present.

**Executive Session:**

- A motion was made by Lori Hall, seconded by Chris Monsour to enter into executive session to discuss personnel matters at 5:21 PM, and was approved unanimously.
- A motion was made by Lee Martin, seconded by Lori Hall to exit executive session at 5:58 PM, and was approved unanimously.

**Employee Bonuses:** The Board approved employee bonuses as follows: \$1,500 for regular part-time employees and \$2,500 for regular full-time employees, with higher amounts of \$2,500 for the Business Manager and \$4,000 for the Executive Director. A motion to award the bonuses, payable on the next available payroll, was made by Chris Monsour, seconded by Lori Hall, and approved unanimously by roll call vote of members present.

**Adjournment:** Motion to adjourn was made by Lori Hall, seconded by Chris Monsour, and was approved unanimously by members present. Meeting adjourned at 6:00 PM.

**Next Meetings:**

Organizational Meeting: January 13, 2026 – 5:00 PM  
Park Office

Regular Meeting: January 13, 2026 – immediately following organizational meeting  
Park Office

Regular Meeting: February 10, 2025 – 5:00 PM  
Park Office

*Shelly Smola*

1/13/2026

Respectfully Submitted by: Shelly Smola, Board Secretary