

**Seneca County Park District Board of Park Commissioners**  
January 13, 2026 – 5:00PM  
Park Office: 10130 W. State Route 18, Fostoria OH 44830

**Regular Meeting Minutes**

Lori Hall called the meeting to order at 5:03 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 Chris Monsour to approve the meeting agenda, and the minutes of the 12/09/25 regular meeting. Motion was seconded by Jakob Boehler, and was approved unanimously by roll call vote of members present.

**Financial Reports:** A motion to approve the financial statements through December 2025 was made by Lee Martin and seconded by Jacob Price. 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, the 2025 Impact Summary, and the updated Multi-Jurisdiction County Comprehensive Plan.

**Programs Report** presented by Linda Rose

- Programs are going well.
- The Feb – May 2026 programs have been finalized.
- 2025 Winter Camp was a success, and there was enough snow for some snow-based activities.

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

- Sarah provided an overview of the written Operations Report.

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

**Public Comment:** N/A

**Unfinished Business:** N/A

**New Business:**

**Resolution 01-13-2026 #1:** Accepting and Approving the Report of 2025 Donations and Grant Funds. A motion to approve the resolution was made by Lee Martin and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

**Resolution 01-13-2026 #2:** Approving a resolution for the intent to sell property by internet auction in calendar year 2026. A motion to approve the resolution was made by Chris Monsour and seconded by Jakob Boehler. Motion was approved unanimously by roll call vote of members present.

**Resolution 01-13-2026 #3:** Approving and authorizing an Equipment purchase of Ford F-550 Dump Truck with accessories, at a cost not to exceed an amount of \$87,998.00. A motion to approve the resolution was made by Jakob Boehler, and seconded by Lee Martin, and discussion followed. Motion was approved by roll call vote as follows: Jakob Boehler – yes, Lori Hall – yes, Lee Martin – yes, Chris Monsour – yes, Jacob Price – no.

**Resolution 01-13-2026 #4:** Approving and authorizing an Equipment purchase of Dump Trailer with accessories, at a cost not to exceed an amount of \$13,000. A motion to approve the resolution was made by Jakob Boehler and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

**Resolution 01-13-2026 #5:** Approving and authorizing a supplemental budget adjustment in the amount of \$4,000 increase to expense line 2188-0021-5304-00 (Equipment). A motion to approve the resolution was made by Chris Monsour, and seconded by Jakob Boehler. Motion was approved unanimously by roll call vote of members present.

**Community Park Grants Program:** The current Community Park Grants program currently has two categories for grant applications: amounts over \$5,000 and amounts under \$5,000. After discussion, a motion to change the application categories to: amounts under \$1,000 and amounts from \$1,000 - \$10,000 was made by Chris Monsour and seconded by Lee Martin. Motion was approved unanimously by roll call vote of members present.

**Executive Session:**

- A motion was made by Jacob Price, and seconded by Jakob Boeler to enter into executive session to discuss personnel matters at 5:35 PM, and was approved unanimously by roll call vote of members present.
- By general consensus, the Board entered back into regular session at 6:03pm

**Job Descriptions:** The Board approved changes to job descriptions for the following positions: Natural Resource Coordinator and Park Activities Manager. A motion to approve changes was made by Chris Monsour, and seconded by Jakob Price. Motion was approved unanimously by roll call vote of members present.

**Salary Ranges:** The Board approved changes to the salary range for Category E positions in the amount of \$19-23 per hour. A motion to approve changes was made by Jakob Price, and seconded by Chris Monsour. Motion was approved unanimously by roll call vote of members present.

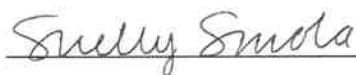
**Executive Director Performance Review:** The Board completed a performance review for the Executive Director and recommends a 5% pay increase, retroactive to the first day of pay period #1 for 2026. A motion to accept the performance evaluation and increase the Executive Director's wage by 5% effective 12/13/2025 was made by Chris Monsour, seconded by Lee Martin and was approved unanimously by roll call vote of members present.

**Adjournment:** Motion to adjourn was made by Chris Monsour, seconded by Jakob Boehler, and was approved unanimously by members present. Meeting adjourned at 6:06 PM.

**Next Meetings:**

Regular Meetings: February 10, 2026 – 5:00 PM  
SCPD Park Office

March 10, 2026 – 5:00 PM  
SCPD Park Office



03/24/2026

Respectfully Submitted by: Shelly Smola, Board Secretary