

**MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION**

Tuesday, January 28, 2020

8 a.m. Work Session

9 a.m. Meeting

Lost Creek Reserve Administration Office

Present: Mr. Doug Haines, Dr. Robert Malarkey, Mrs. Elizabeth Gutmann, Scott Myers, Kevin Swanson, Chris Thompson, Janeen Selanders (taking minutes), Dale Gade, Amanda Smith, Cinda Hanbuch-Pinkerton, Dan Weaver and Jesse Penwell.

MINUTES - Dr. Malarkey made a motion to accept the minutes of the December 19, 2019 board meeting, seconded by Mrs. Gutmann, motion unanimously carried.

BILLS AND RECEIPTS - Mrs. Gutmann made a motion to approve the bills and receipts as presented, seconded by Dr. Malarkey, motion unanimously carried.

GIFTS AND DONATIONS - Dr. Malarkey made a motion to approve the donations, seconded by Mrs. Gutmann, motion unanimously carried.

NEW BUSINESS

- A. SWEARING IN OF PARK RANGER JESSE A. PENWELL BY MR. HAINES.**
- B. RESOLUTION 1319-20** – Organization of the 2020 Miami County Park District Board of Park Commissioners is as follows: President, Mr. Doug Haines, Vice President, Dr. Robert Malarkey and Member at Large, Elizabeth Gutmann - Dr. Malarkey made a motion to approve resolution 1319-20, seconded by Mrs. Gutmann, motion carried unanimously.
- C. RESOLUTION 1320-20** – Authorization for the Approval of Transfers dated 12/10/19 – 1/16/20 - Dr. Malarkey made a motion to approve resolution 1320-20, seconded by Mrs. Gutmann, motion carried unanimously.
- D. RESOLUTION 1321-20** – Authorization for employees of the Miami County Park District to attend workshops and/or conferences outside the State of Ohio and requiring the disbursement of park district funds outside of the State of Ohio - Dr. Malarkey made a motion to approve resolution 1321-20, seconded by Mrs. Gutmann, motion carried unanimously.
- E. RESOLUTION 1322-20** – Authorization to enter into an agreement with the Ohio Department of Transportation to complete improvements to Lost Creek Reserve and Maple Ridge Reserve - Dr. Malarkey made a motion to approve resolution 1322-20, seconded by Mrs. Gutmann, motion carried unanimously.
- F. RESOLUTION 1323-20** – Authorization to purchase one (1) new 2020 Ford F-250 XL regular cab 4x4 pick-up truck from Middletown Ford at a total cost not to exceed \$29,193.50 - Dr. Malarkey made a motion to approve resolution 1323-20, seconded by Mrs. Gutmann, motion carried

unanimously.

- G. RESOLUTION 1324-20** – Authorization to enter into an agreement with Flora Construction to assist Miami County Park District with the replacement of approximately 1,725' of existing boardwalk at Garbry Big Woods Sanctuary at a total cost not to exceed \$47,950.00 - Dr. Malarkey made a motion to approve resolution 1324-20, seconded by Mrs. Gutmann, motion carried unanimously.
- H. RESOLUTION 1325-20** – Authorization to purchase lumber from Piqua Lumber LLC for replacement of the existing boardwalk at Garbry Big Woods Sanctuary at a total cost not to exceed \$33, 918.25 - Dr. Malarkey made a motion to approve resolution 1325-20, seconded by Mrs. Gutmann, motion carried unanimously.
- I. RESOLUTION 1326-20** – Authorization to enter into an agreement with Sparks Electric Service, Inc. to upgrade the electric service at Lost Creek Reserve by installing 600 amp single phase 250 volt service, panels, breakers, receptacles and outlets at the north end of the proposed maintenance building at a total cost not to exceed \$14,895.00 - Dr. Malarkey made a motion to approve resolution 1326-20, seconded by Mrs. Gutmann, motion carried unanimously.
- J. RESOLUTION 1327-20** – Authorization to enter into an agreement with Finrock Construction, Inc. to construct an access drive at the Duke Park Extension at a cost not to exceed \$8,850.00 - Dr. Malarkey made a motion to approve resolution 1327-20, seconded by Mrs. Gutmann, motion carried unanimously.
- K. RESOLUTION 1328-20** – Authorization to purchase hardware from Custom Shopworks for hardware replacement of the existing boardwalk at the Garbry Big Woods Sanctuary at a cost not to exceed \$15,419.80 - Dr. Malarkey made a motion to approve resolution 1328-20, seconded by Mrs. Gutmann, motion carried unanimously.
- L. RESOLUTION 1329-20** – Authorization to purchase one (1) new Kubota M5 tractor with loader, grill guard and wheel weights, and to trade in one (1) 2008 John Deere 5625 with loader, for a final cost not to exceed \$32,080.00 - Dr. Malarkey made a motion to approve resolution 1329-20, seconded by Mrs. Gutmann, motion carried unanimously.
- M. RESOLUTION 1330-20** – Authorization to purchase one (1) new Bobcat MT85 Mini Track Loader with light duty auger bit, 36" root grapple and 36" pallet fork for a total cost not to exceed \$25,485.29 - Dr. Malarkey made a motion to approve resolution 1330-20, seconded by Mrs. Gutmann, motion carried unanimously.
- N. RESOLUTION 1331-20** – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Poggemeyer Design Group to prepare the final design phase for a proposed recreational trail from the Village of Fletcher to Garbry Big Woods Reserve at a cost not to exceed \$30,087.00 - Dr. Malarkey made a motion to approve resolution 1331-20, seconded by Mrs. Gutmann, motion carried unanimously.

- O. **RESOLUTION 1332-20** – Authorization to purchase one (1) new 2020 Ford F-150 SuperCrew 4x4 Police Responder pick-up truck with tow package, spotlights, warning strobes, fiberglass cap, etc. from Advantage Ford Lincoln, Inc. at a total cost not to exceed \$32,670.00 - Dr. Malarkey made a motion to approve resolution 1332-20, seconded by Mrs. Gutmann, motion carried unanimously.

OLD BUSINESS

- A. **Foundation** – Scott anticipates the year-end report soon.

OTHER BUSINESS

A. Staff Reports

- a. **Deputy Director** – Kevin anticipates construction beginning in April on the barn at Lost Creek Reserve.
- b. **Operations** – Dale said Trevor and Lisa obtained a \$10,000.00 grant from Cargill for a pollinator plot. It will be installed at Lost Creek and total approximately 9 acres. The sap is starting to flow for the Maple Syrup program. The Stillwater Prairie Trail Connector to Maple Ridge is in the works and he anticipates the bridge being installation in 2020.
- c. **Marketing** – Amanda had no additions to her written report. The board said good job on marketing of the 2019 events.
- d. **Education** – Cinda discussed opportunities to increase Hug the Earth attendance. The staff agrees “Super Heroes” could increase publicity and incorporate how they connect to nature. There are ten new outdoor badges for the Girl Scout programs. Amalee will be offering these programs. The Family Hug the Earth festival is May 9. The fairground has been confirmed as the backup location for the weekday school programs.
- e. **Executive Director** – Scott said the one million visitation count doesn’t include the total from the Holiday Lights at Lost Creek which was over 25,000. Amanda will be doing a news release about the visitation numbers. Scott distributed list from Marion of all the Health Fairs we attended in 2019. Mrs. Gutmann said the staff is doing a great job, the Board agreed.

EXECUTIVE SESSION

- A. Property and Personnel – No executive session.

Dr. Malarkey moved to adjourn the meeting, seconded by Mrs. Gutmann, motion carried unanimously. The meeting was adjourned at 10:07a.m.

J. Scott Myers

R. Douglas Haines