

MINUTES
MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION
Tuesday, April 24, 2018 – 9 a.m.
Lost Creek Reserve Administration Office

Present Mr. Doug Haines, Dr. Robert Malarkey, Mrs. Elizabeth Gutmann, Scott Myers, Kevin Swanson, Cinda Hanbuch-Pinkerton, Chris Thompson, Dale Gade and Amanda Smith. Guests Candace Goodall arrived for part of the meeting.

Mr. Haines opened the meeting at 9 a.m. with Chris Thompson recording the minutes.

MINUTES – Mrs. Gutmann made a motion to accept the minutes of the March 27, 2018 board meeting, seconded by Dr. Malarkey, motion unanimously carried.

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

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

NEW BUSINESS

- A. **RESOLUTION 1212-18 - Authorization for the Executive Director of the Miami County Park District to request the County Auditor's office create a new Fund for the purpose of tracking revenue and expenditures for the Duke Park property - Dr. Malarkey made a motion to approve resolution 1212-18, seconded by Mrs. Gutmann, motion carried unanimously.**
- B. **RESOLUTION 1213-18 - Approval of a revised schedule of Salary Ranges, a Miami County Park District Organizational Structure chart, and a job description for the position of Outreach and Program Specialist - Mrs. Gutmann made a motion to approve resolution 1213-18, seconded by Dr. Malarkey, motion carried unanimously.**
- C. **RESOLUTION 1214-18 – Authorization to enter into an agreement with Vehicle for Change, Inc. to provide Adventure Teambuilding recreational activities at the 2018 Hug the Earth Festival - Mrs. Gutmann made a motion to approve resolution 1214-18, seconded by Dr. Malarkey, motion carried unanimously.**
- D. **RESOLUTION 1215-18 – Authorization to enter into an agreement with Natural Fit Outdoor Adventures to provide recreational tree climbing activities at the 2018 Hug the Earth Festival - Mrs. Gutmann made a motion to approve resolution 1215-18, seconded by Dr. Malarkey, motion carried unanimously.**

OLD BUSINESS

- A. **FOUNDATION – Nothing new to report.**

OTHER BUSINESS

A. Staff Reports

A. Deputy Director –Kevin stated the Board didn't receive report. Updated on the Brown family property. The Natural Resource Committee looked at it a week ago. The appraisal has already been completed. He will share more at next board meeting after Natural Resource Committee meets again.

B. Operations– Dale said the Charleston Falls office remodel project downstairs is complete. Next project will be roof for the house and barn.

For the bikeway, we are replacing split rail fences around all the bridges, with 2 rail 2"x8" wood fence.

There will be a company at Lost Creek Thursday to try and locate all underground utilities.

C. Marketing – Amanda will be giving out commemorative glasses to the top 3 placings in the Trail Run Challenge at each race.

D. Education – Cinda has been having a lot of rain-outs. A caterer was lost for this year's Hug the Earth festival and she is looking for suggestions for vendors. They must provide Vegan meals.

E. Executive Director- Scott had no additions to his written report.

Candace Goodall needs staff input to "tweak" the proposed restroom/office plans and get it to the next step in process. She recommends working with Choice One to choose site and develop site lay-out. She also recommends if we go with timber frame construction that we go with company that provides building materials and constructs the building. We will probably need 2 contractors; a timber frame contractor and a general contractor. She handed out cost estimates.

Dr. Malarkey moved to adjourn the meeting at 10:39 a.m., seconded by Mrs. Gutmann, motion carried unanimously. The meeting was adjourned.

J. Scott Myers

R. Douglas Haines