

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

*Tuesday, April 28, 2020*

8:30 a.m. Work Session

9 a.m. Virtual Zoom Meeting

<https://us02web.zoom.us/j/6170195469>

Present: Mr. Doug Haines, Dr. Robert Malarkey, Mrs. Elizabeth Gutmann, Scott Myers, Kevin Swanson, Chris Thompson, Dale Gade, Amanda Smith, Janeen Selanders (taking minutes), Cinda Hanbuch-Pinkerton, Marj Gaskell, Steven Pope, and guest Melanie Yingst

Scott asked Steven and Marj to talk about the virtual Outdoor Adventure Club (OAC) campout. Marj explained OAC is a club for middle school students, 6-8<sup>th</sup> grade and this year includes Bethel, Milton Union, Piqua and Bradford. The Campout is held in the spring for all four schools at Stillwater Prairie Reserve. The students love campouts so the staff wanted to ensure they could participate so it was done virtually. There was also a link available through Zoom for students to join in a group meeting. Thirteen of the students joined the Zoom meeting. Kids expressed gratitude for the opportunity. There were some heartfelt and positive responses. Steven said they will do another campout in May with new activities. Scott said NPRA recognized this program as one of six things to do on Earth Day and was excited to be recognized nationally. Scott said staff has been awesome with creativity and coming together to offer alternatives during these changes. Cinda is talking about expanding the OAC program into the high schools. Steven said we need to focus on demographics and OAC is great start to that process.

**MINUTES - Mrs. Gutmann made a motion to accept the minutes of the March 26, 2020 and April 10, 2020 special meeting board meetings, seconded by Dr. Malarkey, 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 –** Scott said he spoke to the Troy Foundation’s concerning their \$10,000.00 grant for HTE program. He explained the funds could be used toward the new videos being created to be used in conjunction with the program and how they could be used for years to come. The Foundation has agreed to use their grant to help fund the video creations. - **Mrs. Gutmann made a motion to approve the donations, seconded by Dr. Malarkey, motion unanimously carried.**

**NEW BUSINESS**

- A. RESOLUTION 1347-20 –** Authorization to enter into an agreement with Pence Bulldozing to clear a fencerow and to excavate/seed/fertilize a waterway at the Stillwater Prairie Connector at a cost not to exceed \$9,520.00 - Dr. Malarkey made a motion to approve resolution 1347-20, seconded by Mrs. Gutmann, motion carried unanimously.
- B. RESOLUTION 1348-20 –** Approval of Transfers date 3/30/20–4/21/20 - Mrs. Gutmann made a motion to approve resolution 1348-20, seconded by Dr. Malarkey, motion carried unanimously.
- C. RESOLUTION 1349-20 –** Authorization to enter into an agreement with Ross Construction and Properties, LLC to construct a 26.5’ foot bridge at the Stillwater Prairie Connector at a cost not to exceed \$15,000.00 - Mrs. Gutmann made a motion to approve resolution 1349-20, seconded by Dr. Malarkey, motion carried unanimously.
- D. RESOLUTION 1350-20 –** Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Candace Goodall to complete the preliminary design, construction documents, bidding process and construction contract administration for the proposed community building at Lost Creek Reserve at a cost not to exceed \$38,700.00 - Mrs. Gutmann made a motion to approve resolution 1350-20, seconded by Dr. Malarkey,

motion carried unanimously.

- E. **RESOLUTION 1351-20** – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Choice One Engineering to prepare a final site plan for the proposed community building at Lost Creek Reserve at a cost not to exceed \$7,500.00 - Dr. Malarkey made a motion to approve resolution 1351-20, seconded by Mrs. Gutmann, motion carried unanimously.
- F. **RESOLUTION 1352-20** – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Shell + Meyer Associates, Inc. to prepare structural designs and drawings for the proposed community building at Lost Creek Reserve at a cost not to exceed \$12,500.00 - Mrs. Gutmann made a motion to approve resolution 1352-20, seconded by Dr. Malarkey, motion carried unanimously.
- G. **RESOLUTION 1353-20** - Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Garmann/Miller to prepare HVAC, plumbing and electrical design for the proposed community building at Lost Creek Reserve at a cost not to exceed \$26,000.00 - Mrs. Gutmann made a motion to approve resolution 1353-20, seconded by Dr. Malarkey, motion carried unanimously.
- H. **RESOLUTION 1354-20** – Authorization to enter into an agreement with Midwest Maintenance, Inc. to replace the roof on the tack barn at Lost Creek Reserve at a cost not to exceed \$29,200.00 - Mrs. Gutmann made a motion to approve resolution 1354-20, seconded by Dr. Malarkey, motion carried unanimously.

#### **OLD BUSINESS**

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

#### **OTHER BUSINESS**

##### **A. Staff Reports**

- a. **Deputy Director** – Kevin said mitigation project is still moving forward with The Nature Conservancy at John A. Wannemacher Nature Preserve. With the area growth around that park, it makes it a great location for the project. He included an impact report from other Park & Rec agencies due to COVID-19. The report confirms the park services are essential especially for health and wellness. He displayed 2019 vs. 2020 visitation totals and how they nearly doubled. Kevin said the staff has been doing a good job maintaining visitation numbers for so many years.
- b. **Operations** – Dale said bike control has been increased to help with social distancing. A lot of work at Charleston Falls is being done while closed. The staff has spent lots of time working on a COVID-19 plan, so all staff are comfortable and feel safe.

Planted 680 trees at Stillwater Prairie Reserve Connector. Elizabeth wanted to know when Charleston Falls will be opening. Scott said he is gathering feedback from staff, but he doesn't see it opening for another week or two. Dale said lots of flooding at the park and it would have had to close for repairs. The repairs and improvements have been completed. Steven said he had never seen so many people at Charleston Falls and it did make it hard to social distance. Kevin said it must be a safe place to work and visit.

- c. **Marketing** – Amanda said web traffic and social media also increased. Almost 130% increase a day after quarantine began. The COVID page ranked third for traffic on our webpage. Programming shifting accordingly and includes videos, Storybook Trails, nature hikes and camp videos. We will also be doing crossword, word search, coloring pages, etc. Amanda gave a shout out to Janeen for a recent post. A recent hummingbird post received over 100,000 engagements so far. Steven thanked Amanda and Janeen for the work they do.

d. **Education** – Cinda spoke about a video she shared of a student encouraging “Leave the Dandelions.” Cinda said she worked with Miami East students, parents, and many farmers. She is proud of the education staff for creating programming during these times and changes. She said they are in the final stages of video production for the Hug the Earth videos. She gave a shout out to Amanda who has been a key player and worked very hard to make this happen in a timely manner. She said the project will be better than she ever imagined and will launch next week (what would have been the festival week). The teachers are excited about the videos. Cinda said she will share videos when complete.

Amalee and Tama are working on “At-Home” summer camps in case we cannot offer programs. She feels this can be useful even if we are able to hold camp. Cinda thanks Scott for allowing the projects to happen. Dr. Malarkey and the other board members thanked staff.

e. **Executive Director** – Scott said staff is amazing. He said the staff will continue working as currently doing for now. Mr. Haines asked if cuts would need to be done. Scott said he will keep an eye on county but not at this time. Mr. Gutmann said the county revenue will be down so spending for the county will have to be reduced.

### ***EXECUTIVE SESSION***

A. Property and Personnel – No executive session. Next meeting is scheduled for May 26 at the cabin.

**Dr. Malarkey moved to adjourn the meeting, seconded by Mrs. Gutmann, motion carried unanimously. The meeting was adjourned at 10:33a.m.**

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J. Scott Myers

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R. Douglas Haines