

**MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION MEETING
Tuesday, March 26, 2024
Heritage Hall at Lost Creek Reserve
8 a.m. Work Session - 9 a.m. Meeting**

Present: Dr. Robert Malarkey, Jay Meyer, Elizabeth Gutmann, Scott Myers, Kevin Swanson, Chris Thompson, Dale Gade, Amanda Smith and Susan Condy.

MINUTES - Jay Meyer made a motion to approve the minutes from February 20, 2024, seconded by Elizabeth Gutmann, motion unanimously carried.

BILLS AND RECEIPTS - Elizabeth Gutmann made a motion to approve the bills and receipts as presented, seconded by Jay Meyer, motion unanimously carried.

DONATIONS - Elizabeth Gutmann made a motion to approve the donations, seconded by Jay Meyer, motion unanimously carried.

NEW BUSINESS

- A. RESOLUTION 1605-24 - Approval of Transfers 2/13/24 through 2/18/24 - Elizabeth Gutmann made a motion to approve Resolution 1605-24, seconded by Jay Meyer, motion unanimously carried.
- B. RESOLUTION 1606-24 - Authorization to enter into an agreement with Bring the Farm To You to perform at the 2024 Hug the Earth Festival at a final cost not to exceed \$5,638.00 - Elizabeth Gutmann made a motion to approve Resolution 1606-24, seconded by Jay Meyer, motion unanimously carried.
- C. RESOLUTION 1607-24 - Authorization to enter into an agreement with Bring the Farm To You to perform at the 2024 Fall Farm Fest at a final cost not to exceed \$8,790.00 - Elizabeth Gutmann made a motion to approve Resolution 1607-24, seconded by Jay Meyer, motion unanimously carried.
- D. RESOLUTION 1608-24 - Authorization to enter into an agreement with Reliable Tent Rental to provide the tents and stage for the 2024 "Hug the Earth" Festival at a cost not to exceed \$7,561.00 - Elizabeth Gutmann made a motion to approve Resolution 1608-24, seconded by Jay Meyer, motion unanimously carried.
- E. RESOLUTION 1609-24 - Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Ross Construction and Properties L.L.C. to replace the bow window and any damaged wood, insulation, trim, etc. around the window in the Administrative Office at Lost Creek Reserve at a final cost not to exceed \$19,897.00 - Jay Meyer made a motion to approve Resolution 1609-24, seconded by Elizabeth Gutmann, motion unanimously carried.
- F. RESOLUTION 1610-24 - Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Five Star Painting to clean, scrape and paint the barn at Honey Creek Preserve at a final cost not to exceed \$8,500.82 - Elizabeth Gutmann made a motion to approve Resolution 1610-24, seconded by Jay Meyer, motion unanimously carried.

- G. RESOLUTION 1611-24** – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Flora Construction to replace the roof and gutters on the Education Department office at Charleston Falls Reserve at a final cost not to exceed \$33,924.00 - Elizabeth Gutmann made a motion to approve Resolution 1611-24, seconded by Jay Meyer, motion unanimously carried.
- H. RESOLUTION 1612-24** - Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Flora Construction to replace the stairs accessing the south side of Charleston Falls at Charleston Falls Reserve at a final cost not to exceed \$17,340.00 - Elizabeth Gutmann made a motion to approve Resolution 1612-24, seconded by Jay Meyer, motion unanimously carried.
- I. RESOLUTION 1613-24** - Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Precision Mazes to construct a corn maze at Lost Creek Reserve at a final cost not to exceed \$5,350.00 - Elizabeth Gutmann made a motion to approve Resolution 1613-24, seconded by Jay Meyer, motion unanimously carried.
- J. RESOLUTION 1614-24** - Authorization for the Executive Director to enter an agreement with ODOT to chip seal gravel parking overflow lot at the Charleston Falls and Garbry Big Woods Reserve - Jay Meyer made a motion to approve Resolution 1609-24, seconded by Elizabeth Gutmann, motion unanimously carried.

OLD BUSINESS

- A. Foundation – Nothing new to report.

OTHER BUSINESS

A. Staff Reports

- a. Deputy Director – Kevin said another public meeting will probably be offered at the Wannemacher Reserve as an outreach event. We will be doing a walk through at the Reserve on Monday next week.
- b. Operations – Dale said prairie burn season has started and the staff held burns at Stillwater Prairie Reserve last week.

There was a total of 21 gallons of maple syrup made this year.

- c. Marketing – Amanda had no additions to her written report.
- d. Environmental Education – Susan reported the educations are doing well when the weather permits.

Staff training is scheduled to get additional employees certified to run the tower programs.

- e. Executive – Scott said this year for Hug the Earth Festival, the park be paying for the Banana Slug String Band meals instead of having staff prepare them. Scott requested for approval from the board to approve the purchase not to exceed \$500. Elizabeth Gutmann made a motion to approve the purchases not to exceed \$500, seconded by Jay Meyer, motion unanimously carried.

EXECUTIVE SESSION

A. Property & Personnel

There was no executive session. Jay Meyer moved to adjourn the meeting, seconded by Elizabeth Gutmann, motion carried unanimously. The meeting was adjourned at 9:54 a.m.

J. Scott Myers

Dr. Robert Malarkey