

**MIAMI COUNTY PARK DISTRICT
BOARD OF PARK COMMISSION MEETING MINUTES
Tuesday, April 25, 2023
Heritage Hall at Lost Creek Reserve
8 a.m. Work Session - 9 a.m. Meeting**

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

MINUTES – Elizabeth Gutmann made a motion to accept the minutes of the March 28, 2023 board meeting seconded by Jay Meyer, 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.

GIFTS AND DONATIONS – Elizabeth Gutmann made a motion to approve the gifts and donations as presented, seconded by Jay Meyer, motion unanimously carried.

NEW BUSINESS

- A. RESOLUTION 1552-23 – Approval of transfers 3/18/23 – 4/21/23 - Elizabeth Gutmann made a motion to approve Resolution 1552-23, seconded by Jay Meyer, motion unanimously carried.
- B. RESOLUTION 1553-23 – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Sparks Electric Service, Inc. to complete electric installations in the maintenance building at Lost Creek Reserve at a final cost not to exceed \$15,381.39 - Elizabeth Gutmann made a motion to approve Resolution 1553-23, seconded by Jay Meyer, motion unanimously carried.
- C. RESOLUTION 1554-23 – Authorization for the Executive Director of the Miami County Park District to enter into an agreement with Flora Construction to complete Phase 3 of the building improvements to the maintenance building at Lost Creek Reserve at a final cost not to exceed \$49,541.60 - Elizabeth Gutmann made a motion to approve Resolution 1554-23, seconded by Jay Meyer, motion unanimously carried.

OLD BUSINESS

- A. Foundation – Scott received an updated statement of each account. The Friends of Miami County Park District balance is \$112,537 and the Barbara Sharkey Shook fund balance is \$82,196. He said a portion of the new Great Miami River Recreational Trail brochure will come from this fund.

OTHER BUSINESS

A. Staff Reports

- a. Deputy Director – Kevin said he has a meeting in May with the Nature Conservancy to go over the plans for the wetlands at John A. Wannemacher Nature Reserve. He would like to plan a field trip with the Board to tour the park prior to and after the project. He anticipates late summer or early fall completion.

Kevin and Scott attended the opening ceremony for the Makers Lab at the Troy library.

- b. Operations – Scott said a new Park Ranger has passed all requirements and will be hired in May. Dr. Malarkey will swear him in at the next Board meeting. Aaron Bruss resides in Piqua.
- c. Marketing – Amanda had no addition to her written report.
- d. Environmental Education – All education staff members are busy with the Hug the Earth school festival at Lost Creek Reserve this week.
- e. Executive – Scott had no additions to his written report.

Elizabeth Gutmann moved to enter executive session at 9:27 a.m. to discuss personnel, seconded by Dr. Malarkey, motion carried unanimously.

EXECUTIVE SESSION - Personnel

There was no action taken during executive session. Elizabeth Gutmann made a motion to adjourn the meeting, seconded by Jay Meyer, motion unanimously carried.

The meeting was adjourned at 9:50 a.m.

J. Scott Myers

Dr. Robert Malarkey