

**Sandusky County Park District
Board of Park Commissioners Meeting
April 17th, 2024 Regular Meeting
9:30am at Fremont Rotary Lodge, Don W. Miller Memorial Park
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The Board of Park Commissioners met at Fremont Rotary Lodge, Don W. Miller Memorial Park on April 17th, 2024 at 9:30AM.

Roll Call

Commissioner Moore called the meeting to order at 9:30 am. Christina conducted the roll call showing Commissioners Fails and Moore, and Lawrence were present, Director Andrew Brown and Administrative Supervisor-HR Coordinator Christina Warden was in attendance.

Recognition of Visitors/Public Participation/Correspondences:

Roger LaPointe - Fremont News-Messenger

(1) Motion to accept minutes of the March 20th, 2024 Regular Meeting was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-yes and 0-no.

Finances

(2) A motion to approve the financial reports was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-yes and 0-no.

Expenditures were approved as presented.

Credit Card Report: Credit card report was available at the meeting.

(3) Then & Now Certificate: This Then & Now Certificate is for the Cintas Corporation. The bill came in for services performed in 2023, but we didn't receive it until after PO's were liquidated and no longer able to be utilized. A motion to approve the financial reports was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-yes and 0-no.

Departmental Reports

Copies of Operations Report and Program Quarterly Report are included in the Proceedings of the Board of Park Commissioners Journal.

Unfinished Business

(4) Ratifying the Notice to Proceed for Construction Manager at Risk Services to Telamon Construction: Two companies provided proposals for the project; Dotson and Telamon. After reviewing the two proposals and interviewing both companies, alongside Thomas Porter Architects, it was clear that both companies were capable of doing the work, however, Telamon was the best fit for the project for a variety of reasons. Ratifying this Notice to Proceed allows Telamon to start doing work to gather bids for subcontractors and helps to speed up the process to get started on phase one of the project. A motion to Ratify the Notice to Proceed was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(5) Resolution 2024-14: Authorizing Director to Execute a Contract with Telamon Construction for Construction Manager at Risk Services: The contract includes Pre-Construction Services for the Rotary Lodge Renovation project as well as staffing rates for Telamon. Telamon will start to gather bids from subcontractors in order to determine a Guaranteed Maximum Price (GMP) for Phase One of the project, which will not exceed \$750,000 allocated in the 2024 Permanent Budget and the proposal from Telamon. A motion to approve Resolution 2024-14 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

New Business

(6) Resolution 2024-15: Authorizing Director to Execute a Contract with Chim-Cheroo Chimney Services, Inc. for Chimney Repairs at Christy Farm Nature Preserve Scout Cabin: The chimney at the Scout Cabin needs repairs and Operations Supervisor Jeff Miller is recommending that we utilize the company and execute the attached quote in the amount of \$11,393.83. A detailed explanation of the work to be done as well as the costs associated is attached. A motion to approve Resolution 2024-15 was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(7) MOU with Lessee of Creek Bend Farmland for a Temporary Easement for Roadway Access to Install Bridge: The Contractor, D2 Excavating has requested a temporary access road for the construction and installation of the bridge at Creek Bend Farm. This would allow them quicker access as well as less restoration of our existing paths. The farmer who leases the property has agreed to grant the access if we extend the lease for one year at the current rate as well as compensate for the loss of production. Park District Attorney Ladd Beck has approved of the attached MOU. A motion to approve MOU was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(8) Resolution 2024-16: Appointment of Seasonal Employees for 2024: The letter to the County Auditor is attached for your reference. A motion to approve Resolution 2024-16 was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(9) Authorizing Lifeguard Manager Katherine Taylor's Compensation for the 2024 Season: The letter to the County Auditor is attached. If approved, Mrs. Taylor's pay will increase to \$20.00 per hour effective of the summer season (dates included in letter) and would return to \$16.00/hour once the season is over. A motion to approve Mrs. Taylor's Temporary Pay Increase was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(10) Authorizing Shift Differential Compensation for the 2024 Season: In order to recruit and retain Lifeguards, we are looking to implement a shift differential again this year. The letter to the County Auditor is attached. If approved, all Lifeguards, including Lifeguard Manager will increase by \$2 per hour on Friday, Saturday and Sunday, and Park District approved holidays effective during the summer beach season. A motion to approve the Shift Differential Compensation was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

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(11) Resolution 2024-17: Recognizing Programs Supervisor Deb Nofzinger for 10 Years of Service:

For the past 10 years Deb Nofzinger has been a dedicated employee of the Park District. In accordance with Policy 0040, Mrs. Nofzinger is hereby recognized for her service and shall be presented with a copy of this resolution and a \$75 bonus. A motion to approve Resolution 2024-17 recognizing Deb Nofzinger for 10 Years of Service with the Park District was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

(12) Resolution 2024-18: Recognizing Operations Supervisor Jeff Miller for 10 Years of Service:

For the past 10 years Jeff Miller has been a dedicated employee of the Park District. In accordance with Policy 0040, Mr. Miller is hereby recognized for his service and shall be presented with a copy of this resolution and a \$75 bonus. A motion to approve Resolution 2024-18 recognizing Jeff Miller for 10 Years of Service with the Park District was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(13) Resolution 2024-19: Declaring Surplus Equipment: The items listed in the attached resolution are no longer useful to the district. This resolution declares the items surplus and authorizes disposal/transfer of the items. Such declaration and disposal complies with the State of Ohio's laws and Park District policies. A motion to approve Resolution 2024-19 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

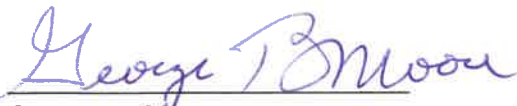
Board Initiated Business:

Eclipse Update

(7) Adjournment: Next regular meeting is scheduled for Wednesday, May 15th, 2024 at 9:30 a.m.; Fremont Rotary Lodge, Don W. Miller Memorial Park. A motion to adjourn was made by Mr. Fails, seconded by Mr. Lawrence.

With no further business, the Board adjourned at 10:02 am.

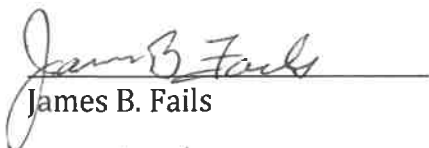
Board of Park Commissioners



George B. Moore

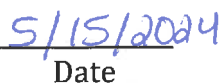


Bradford J. Lawrence



James B. Fails


Andrew Brown, Director/Secretary


Date