



MINUTES – MONTHLY MEETING

Fairfield County Board of Park Commissioners

Date: Monday, November 14, 2022 **Time:** 2:00 p.m.

Place: Fairfield County Records Center; 138 W Chestnut St; Lancaster, OH 43130

Attendees

| | |
|----------------|---|
| Commissioners: | Jeffrey Feyko, Chair Ami Williams, Vice-Chair David Smith John Watts (to be sworn in) |
| Legal Counsel: | Amy Brown-Thompson Steven Darnell |
| Director: | Marcey Shafer |
| Park Staff: | Ginger Caito, Finance & Administration Kimber Caito, Media Coordinator Miranda Cain, Education Specialist |
| Visitors: | Judge Terre Vandervoort, Juvenile & Probate Courts |

OPENING OF REGULAR SESSION

Call to Order at 2:00 p.m. by Jeffrey Feyko

Roll Call Vote by Finance & Administration

| Vote | Present | Absent |
|----------------|--------------------------|--------------------------|
| Jeffrey Feyko | √ | <input type="checkbox"/> |
| Ami Williams | √ | <input type="checkbox"/> |
| David Smith | √ | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | √ |



PUBLIC COMMENTS

Swearing in of John T. Watts (New Board Member)

At 2:20 p.m., Judge Terre Vandervoort conducted the swearing in ceremony of John Watts.

COMMITTEE UPDATES

FCATC-Smeck Park Committee

Kimber reported that the committee met October 3, after Harvest Celebration. They discussed the event and what we thought might be done differently next year. She said this event went very well with the cooperation of FCATC (Fairfield County Antique Tractor Club) members.

STAFF REPORTS

Marcey Shafer, Director

Marcey said Harvest Celebration was a success. She then introduced Miranda Cain.

Marcey stated most of the things on her report will be covered in this meeting. She mentioned she has been in contact with Violet Township Administrator Vince Utterback about the trails at Wigwam. Marcey attended a meeting about mixed-use development – residential and commercial, plus park/natural spaces. Jeffrey Feyko asked which municipality was involved. Marcey answered that it is the area near Pickerington North High School.

Miranda Cain, Education Specialist

Miranda explained she has been planning exhibits for Mambourg Park's Nature Center. She is trying to get opinions and feedback about programs from attendees and others. It is her goal to get more people into our parks. Board members asked her a few questions. She asked that anyone in attendance with ideas about educational programs contact her.

Chad Reed, Operations Coordinator

Marcey Shafer asked Board members if they would like to see any changes to the layout of his report for the Operations staff. Ami Williams and David Smith made suggestions about creating a summary rather than an itemized report, detailing only things that are out of the ordinary.

Kimber Caito, Media Coordinator

Kimber offered to answer questions. There were no comments or questions. Ami Williams asked her to continue the posts she has been publishing to social media.

Wahkeena Nature Preserve (Tom Shisler & Nora Steele)

Marcey said she attended the OHC (Ohio History Connection) Liaison Committee meeting. There has been record-breaking attendance at the preserve. School field trips have resumed after the pandemic. The nature center closed November 13 for the winter season, but trails will be open Wednesdays-Fridays. Jeffrey Feyko asked about first-time visitors vs repeat visitors. Ami Williams suggested sharing those statistics with Visit Fairfield County.

CREDIT CARD EXPENSES

Review of Credit Card Statement

Ginger explained the \$ 861.64 charge for taxidermy will be reimbursed by OHC. JF asked about the taxidermy. Marcey explained it was for restoration of the existing taxidermy items in the nature center



at Wahkeena Nature Preserve, not new animals. Ginger said the larger amount appearing on Chris Varga's statement was for a map cabinet for the Pickerington office.

OLD BUSINESS

Permanent Restroom at Smeck Park

Marcey reporting just a few things – plumbing, painting, doors, gutters, etc. – are yet to be done to the new restroom facility. The job should be completed soon.

Repairs at Rock Mill

Marcey stated the bid was awarded to Righter Company. Last Monday, the contractor visited the site. Work is to begin within two weeks. There was a brief discussion about the work and that there be communication with neighbors about access to their properties. Ami suggested we contact our primary partners, such as Visit Fairfield County, with Rock Mill progress reports. Jeffrey Feyko asked about Fairfield County Forever's "33-Hour Give" program and about donations that might be received during that time. Kimber briefly explained the program, how the match is determined, and the date. Jeffrey asked Kimber to send a reminder by email to Board members.

Mambourg Nature Center

Marcey said we have work created by Van Auken Akins to be used for exhibits. The 2022 contract with them has been closed. It has been decided that in 2023 Maria Burke will be engaged to help with additional content and display design. There was a short discussion about the theme of the exhibits and a future ribbon cutting and/or open house ceremony. David Smith reported he has been hearing a "positive buzz" from the community about Mambourg Park.

Marcey added that the main parking lot has been expanded.

NEW BUSINESS

Wetland Development at Two Glaciers Park

Marcey updated Board members about the contract with The Nature Conservancy contract, specifically the Environmental Covenant document. Because the property was purchased with Clean Ohio funds, there are restrictions about how the property can be used. There was a brief discussion about the document and real property rights. After the document has been reviewed by legal counsel and the Property Committee members, Marcey Shafer will be given permission to sign the document.

Staff Appreciation

Marcey said she would like to have a small annual budget to use for staff appreciation events such as staff development meetings and recognition. Ami Williams advised Marcey to create a proposal and submit it to the Staff Committee members, Ami Williams and Sherry Orlando.

2020-2021 Audit

Ginger explained the audit is complete and was successful; there were no "dings".

Surety Bonds for Park District Board Members

Regarding Resolution 2022-43, Jeffrey Feyko asked for an explanation of the surety bonds and any associated costs. Amy Brown-Thompson, legal counsel, explained use of Employee Dishonesty and Faithful Performance of Duty insurance in lieu of bonds for certain elected and appointed officials. She reminded all that this resolution must be adopted before allowing existing bonds to expire.

Park Property Tour



Jeffrey Feyko asked if Board members could be given a tour of all or at most of the park properties. There was a discussion about scheduling; it was decided a tour will be scheduled for a weekend in March 2023 before the Staff/Board Meeting in April.

Future Board Meeting Locations

Marcey asked about 2023 meeting locations. Because of the central location, it was decided most meetings will continue to be at Fairfield County Records Center. Once a quarter, however, meetings will be held at either FCPD’s Pickerington office or a park location. As always, locations will be posted on FCPD’s website.

LEGAL UPDATES

Amy Brown-Thompson stated there are no additional legal items to discuss.

REVIEW OF MINUTES

Minutes of the October 17, 2022, Regular Meeting

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input type="checkbox"/> | √ | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | √ | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |

Minutes of the November 1, 2022, Special Meeting

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | √ | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | √ | √ | <input type="checkbox"/> | <input type="checkbox"/> |

REVIEW OF CASH BALANCE STATEMENT

Cash Balance Statement for October 2022

Jeffrey Feyko asked about the expense for \$9,600+. Ginger explained that two chimneys of the Pickerington office were leaking despite attempted repairs, so they were torn down and roofed over.

REVIEW OF REVENUE & EXPENSE REPORT

Revenue & Expense Report for October 2022

Ginger said the statement looks different because Crystal Reports isn’t working but the information is the same.

RESOLUTIONS

2022-38 – A Resolution Accepting the Revenue and Expense Report for October 2022

There were no comments or questions about this report.

| Vote | Motion | Second | Aye | Nay | Abstain |
|------|--------|--------|-----|-----|---------|
|------|--------|--------|-----|-----|---------|



| | | | | | |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2022-39 – A Resolution to Accept the Holiday Schedule for 2023

Jeffrey Feyko asked for confirmation that this schedule matched Fairfield County’s holiday scheduled. Ginger stated it is the same.

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2022-40 – A Resolution to Appropriate from Unappropriated Monies Fund 7308 Sub Fund 8020

Ginger explained we should wait until after executive session vote on this resolution because it is dependent on a decision about acquisition of a property adjacent to Two Glaciers Park.

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2022-41 – A Resolution to Approve the Donation Agreement between The Bill and Joyce Hague Foundation and Fairfield County Park District

Ginger explained we should wait until after executive session vote on this resolution because it is dependent on a decision about acquisition of a property adjacent to Two Glaciers Park and a donation agreement being finalized and subsequent approval by the Probate Court judge.

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2022-42 – Permanent Appropriations Resolution 2023

Ginger explained this is to approve the proposed 2023 Budget that appeared in the September 2022 Board Meeting packet. Budget Committee members David Smith and Sherry Orlando have already reviewed and approved the budget.

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



2022-43 – A Resolution Authorizing the Use of Employee Dishonesty and Faithful Performance of Duty Insurance in Lieu of Bond for Certain Elected and Appointed Officials

Ginger said this was discussed in the New Business section of this meeting. There were no additional questions about this resolution.

| Vote | Motion | Second | Aye | Nay | Abstain |
|----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | √ | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | √ | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | √ | <input type="checkbox"/> | <input type="checkbox"/> |

Motion to enter Executive Session for the purpose of Imminent Litigation at 3:00 p.m. by Jeffrey Feyko.

Roll Call Vote by Finance & Administration

| Commissioner | Motion | Second | Aye |
|----------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | √ | <input type="checkbox"/> | √ |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| David Smith | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | √ | √ |

Left Executive Session back into Regular Session at 3:11 p.m.

Motion to enter Executive Session for the purpose of Property Acquisition at 3:11 p.m. by Jeffrey Feyko.

Roll Call Vote by Finance & Administration

| Commissioner | Motion | Second | Aye |
|----------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | √ | <input type="checkbox"/> | √ |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| David Smith | <input type="checkbox"/> | √ | √ |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | <input type="checkbox"/> | √ |

Left Executive Session back into Regular Session at 3:30 p.m.

Motion to enter Executive Session for the purpose of Employee Compensation at 3:30 p.m. by Jeffrey Feyko.

Roll Call Vote by Finance & Administration

| Commissioner | Motion | Second | Aye |
|----------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | √ | <input type="checkbox"/> | √ |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| David Smith | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | √ | √ |

Left Executive Session back into Regular Session at 4:19 p.m.

Ami Williams motioned to proceed with salary increases up to 3%, at the Director’s discretion. Additionally, that the Director shall receive a 3% salary increase. David Smith seconded the motion. All in attendance voted “Aye”.



Jeffrey Feyko motioned to approve the posting of a new position, Deputy Director, with a salary range of \$40-60 per year subject to review and approval by the Employee Committee. John Watts seconded the motion. All in attendance voted "Aye".

ADJOURNMENT

With no other business before the board, at 4:24 p.m., David Smith motioned to adjourn.

Roll Call Vote by Finance & Administration

| Commissioner | Motion | Second | Aye |
|----------------|--------------------------|--------------------------|--------------------------|
| Jeffrey Feyko | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| Ami Williams | <input type="checkbox"/> | <input type="checkbox"/> | √ |
| David Smith | √ | <input type="checkbox"/> | √ |
| Sherry Orlando | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | <input type="checkbox"/> | √ | √ |

Upon the motion of Commissioner, Sherry Orlando seconded by Commissioner, David Smith, the minutes have been adopted on December 12, 2022.

| Commissioner | Aye | Nay | Abstain |
|----------------|-----|--------------------------|--------------------------|
| Jeffrey Feyko | x | <input type="checkbox"/> | <input type="checkbox"/> |
| Ami Williams | x | <input type="checkbox"/> | <input type="checkbox"/> |
| David Smith | x | <input type="checkbox"/> | <input type="checkbox"/> |
| Sherry Orlando | x | <input type="checkbox"/> | <input type="checkbox"/> |
| John Watts | x | <input type="checkbox"/> | <input type="checkbox"/> |

CERTIFICATE OF SECRETARY

It is hereby certified that the foregoing is a true and correct transcript of a resolution action upon by Fairfield County Board of Park Commissioners for Fairfield County Park District on the date noted above.

Ginger L. Caito

Ginger Caito, Secretary
Fairfield County Board of Park Commissioners

