



**MINUTES – REGULAR MEETING**  
Fairfield County Board of Park Commissioners

**Date:** Monday, July 10, 2023

**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 Sherry Orlando John Watts
Legal Counsel:	Steven Darnell Amy Brown-Thompson William Ullom, Intern
Director:	Marcey Shafer
Park Staff:	Ginger Caito, Finance & Administration Kimber Caito, Media Coordinator Tommy Springer, Deputy Director
Visitors:	

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**OPENING OF REGULAR MEETING**

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"/>
John Watts	√	<input type="checkbox"/>



## **PUBLIC COMMENTS**

There were no public comments.

## **COMMITTEE UPDATES**

### **Bibler Lock Committee**

Marcey reported she spoke to the mayor of Baltimore regarding the lease. According to the lease terms, it expired in July. Steven Darnell will help draft a follow-up letter for village leadership. FCPD may be interested in a future lease when conditions at the site are better suited for public access and improvements.

## **STAFF REPORTS**

### **Marcey Shafer, Director**

Marcey said there is a new partnership with Decorative Arts Center of Ohio (DACO). Kimber and Nora have planned a series of "Plein Air in the Parks" programs. DACO is opening a new exhibit, Ohio Nature Art. In conjunction with that exhibit, there will be a bird art program in November at Mambourg Park.

Marcey said Amy and Steven are preparing documents for contract employees, instead of seasonal employees, to help with Operations and Education.

Marcey reported we are on the waiting list for potential ARPA funding for a bridge at Sensory Trail Park.

### **Miranda Cain, Education Specialist**

Marcey stated Earth Camp 2023 was at Smeck Park. Education Specialist Miranda will lead future event planning for Earth Camp. There was a brief discussion about the number of participants.

Marcey said Jack and Carol determined the pump at Rock Mill quit working. It will be replaced, hopefully before the next milling day.

### **Chad Reed, Operations Coordinator**

Marcey explained one person in Operations is off work due to a medical leave. There will be only two staff members taking care of the parks this summer. There was a brief discussion about mowing parks by employees versus contractors and the benefits of each option.

### **Kimber Caito, Media Coordinator**

Kimber stated she would be glad to answer any questions about her report. Marcey said Kimber has been coordinating the new "Go Wild! A Nature Fair" event.

### **Wahkeena Nature Preserve (Tom Shisler & Nora Steele)**

Marcey reported the new restroom construction is complete and is now open to the public.

## **CREDIT CARD EXPENSES**

### **Review of Credit Card Statement**

There were no questions/comments.



## OLD BUSINESS

### Richland Township Property

Marcey spoke with Scott Baker regarding a potential partnership with the community. There was a discussion about costs for installation and maintenance of possible park features.

### Wagner Preserve, Barn

There are no updates to report.

### Mambourg Park, New Gate

Marcey reported the automatic gate is installed. Once the electric service is connected, it will allow access to the back parking lot at set times. If it works well, the same type of gate may be used at other locations.

### Fairfield County's Land Use Plan

Marcey explained the County's new Land Use Plan will be presented to the public in August. There was a brief discussion about how the new plan could affect applications for Clean Ohio grant funding.

## NEW BUSINESS

### Mambourg Park, Picnic Shelter and Trail Development

Marcey said a shelter design has been selected; the style will complement the nature center. There was a brief discussion about site prep work including the concrete pad, the shelter's roofing material, and ADA-compatible access from the parking lot to the outdoor restrooms and picnic shelter. There was also a conversation about volunteer recognition at future board meetings.

### Smeck Park, Ongoing Issues

Tommy Springer reported that someone used a tractor to inflict damage to the mounds over the new septic system. It is not yet known if there is subsurface damage that will affect its operation.

He also explained that a local resident has been driving a golf cart on the trail parks even after being advised by multiple staff members on numerous occasions that it is against park rules.

There was a discussion about these and other ongoing issues and concerns and how they should be addressed.

### Wagner Preserve, Trails

Marcey stated she has made it a priority to create a permanent trail from the adjacent school land lab to the heron observation area. Staff will establish the trail. Once established, the school will keep it mown and Operations staff will check it weekly. There was a brief discussion about the school's students establishing an area of native plants they will use for studies.

Tommy added that when he spoke with Dr Johnson at the school, he (Johnson) stated they still have a fund dedicated for the move of the barn. No definite plans have been made.

## LEGAL UPDATES

Amy Brown-Thompson said the lease for farming (Two Glaciers Park) for the next crop year has already been sent. Steven is working on contracts for contract services (yoga instructor, a naturalist). They are working on a contract for potential wetland development by Burgess & Niple.



**REVIEW OF MINUTES**

**Minutes of the June 12, 2023, 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"/>	<input type="checkbox"/>
David Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sherry Orlando	√	<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 June 2023

Ginger reviewed the figures in this statement. There were no questions/comments.

**REVIEW OF REVENUE & EXPENSE REPORT**

Revenue & Expense Report for June 2023

Ginger reviewed the figures in this report. There were no questions/comments.

**RESOLUTIONS**

**2023-18 – A Resolution Accepting the Revenue and Expense Report for June 2023**

There were no questions/comments about this report.

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"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sherry Orlando	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>	<input type="checkbox"/>
John Watts	√	<input type="checkbox"/>	√	<input type="checkbox"/>	<input type="checkbox"/>

**2023-19 – A Resolution to Appropriate from Unappropriated Monies Fund 7308 Sub 8276**

Ginger explained this resolution to appropriate monies for the deck replacement of the rental house at Misty Valley.

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"/>	<input type="checkbox"/>
David Smith	<input type="checkbox"/>	<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"/>
John Watts	<input type="checkbox"/>	√	√	<input type="checkbox"/>	<input type="checkbox"/>

**2023-20 – A Resolution to Enter into a Contract with Weaver Barns for the Construction of a Picnic Shelter at Mambourg Park**

Ginger explained the quote to build the shelter is \$30,209 (not including concrete pad).

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"/>	<input type="checkbox"/>	<input type="checkbox"/>



Sherry Orlando	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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"/>

**2023-21 – A Resolution to Amend the Certificate Fund 7799 Construction in Progress**

Ginger explained this resolution to amend the certificate is to put budget in place for the Mambourg Park picnic shelter.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sherry Orlando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

**2023-22 – A Resolution to Appropriate from Unappropriated Monies Fund 7792 Wahkeena Gift Shop**

Ginger explained this resolution to appropriate monies for payment of sales tax.

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sherry Orlando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

**2023-23 – A Resolution to Amend the Certificate for the Concrete Pad for Mambourg Shelter**

Ginger explained this resolution to amend the certificate is to put the budget in place for the concrete pad for the picnic shelter at Mambourg 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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sherry Orlando	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

**ADJOURNMENT**

With no other business before the board, at 3:16 p.m., John Watts motioned to adjourn.

Roll Call Vote by Finance & Administration

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



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Upon the motion of Commissioner, Sherry Orlando, seconded by Commissioner, John Watts, the minutes have been adopted on August 14, 2023.

Commissioner	Aye	Nay	Abstain
Jeffrey Feyko	x	<input type="checkbox"/>	<input type="checkbox"/>
Ami Williams	<input type="checkbox"/>	<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*  
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Ginger Caito, Secretary  
Fairfield County Board of Park Commissioners

