



MINUTES – REGULAR MEETING
Fairfield County Board of Park Commissioners

Date: Monday, August 14, 2023

Time: 2:00 p.m.

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

Attendees

Commissioners:	Jeffrey Feyko, Chair David Smith Sherry Orlando John Watts
Legal Counsel:	Steven Darnell William Ullom
Director:	Marcey Shafer
Park Staff:	Ginger Caito, Finance & Administration Kimber Caito, Media Coordinator Tommy Springer, Deputy Director
Visitors:	

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	√	□
Ami Williams	□	√
David Smith	√	□
Sherry Orlando	√	□
John Watts	√	□



PUBLIC COMMENTS

There were no public comments.

COMMITTEE UPDATES

Policies & Procedures Committee

Marcey reported the committee met to discuss possible updates to the employee handbook and to some rental policies.

STAFF REPORTS

Marcey Shafer, Director

Sherry Orlando asked about the meeting with Steve Davis. Tommy Springer said he and Jack Campbell talked with Steve before the taping of the video, "Commissioner Davis at Rock Mill." They gave him details about the geostructural repairs, mill facts, and the hours of Rock Mill Days.

Jeffrey Feyko asked about the damage caused by animals to the deck of the rental house at Misty Valley Park. Tommy explained it was minor damage to already-rotted areas of the deck. The deck will soon be replaced.

John Watts asked about the homeless encampment found at Wagner Preserve. Tommy explained what was found onsite and reported that the school's maintenance staff offered to remove it.

Miranda Cain, Education Specialist

Marcey reported that program numbers are up. Recent programs have been well-attended.

Chad Reed, Operations Coordinator

Marcey explained the pump at Rock Mill quit working and had to be replaced. Chad, Jack, and Carol installed a new pump before Milling Day. There were several other unexpected maintenance and staffing issues that caused some scheduled work to be delayed.

Kimber Caito, Media Coordinator

Sherry Orlando asked about the website audit. Kimber explained there are some backend issues with the site that should be addressed. She asked a website developer to recommend what updates should be made.

Wahkeena Nature Preserve (Tom Shisler & Nora Steele)

Marcey said the new restrooms are open and fully functional.

John Watts asked about the stipend received for Wahkeena Nature Preserve. Ginger explained it is an operational budget for managing the preserve paid by Ohio History Connection to FCPD.

CREDIT CARD EXPENSES

Review of Credit Card Statement

Jeffrey Feyko asked about the charges for 'critter food'. Marcey said it is feed for the snakes, birds, and other animals in the nature centers at Wahkeena Nature Preserve and Mambourg Park.

OLD BUSINESS

Richland Township Property



Marcey said because the Township would like to know if FCPD is interested in the offered property, she spoke with the Real Estate Committee members. There was a discussion about the feasibility of developing that property as a park. The next meeting with the Township is August 21 at which time questions about a partnership can be addressed.

Barn, Wagner Preserve

Tommy Springer explained that a community member obtained estimates from utility companies for costs related to moving the barn by roadway to Liberty Union Schools property. The school has discussed the move and reconstruction with a mover and an architect. The move may be done this fall. There was a discussion about possible needs for permits or a legal agreement, insurance requirements for the move, and site clean-up after the move.

Liberty Township advised Marcey they wish to rezone the property as a parkland. There was a brief discussion about zoning and Clean Ohio restrictions.

Automated Gate, Mambourg Park

Marcey stated the new gate is functional but does not yet have the inside sensor that allows someone inside after hours to exit. That issue will soon be addressed by the contractor.

Picnic Shelter, Mambourg Park

Marcey reported that everything is in place for the contractor to begin site work.

Security, Smeck Park

Marcey said security cameras have been purchased and will soon be installed at Smeck Park. There was a brief discussion about other security measures that might be implemented at that location.

Tommy said any one of Fairfield County Tractor Club's officers will give a 24-hour notice if any of their members will need access to work in the park.

NEW BUSINESS

Building Demolition

Marcey explained there is an opportunity to use Land Bank grant money to remove outbuildings that are in poor condition: 1) small pole building at Stebelton Park; 2) two buildings and a corn crib at Two Glaciers Park; and 3) a cabin at Stoney Hill Park. There was a discussion about the requirements for this type of grant. The Board agreed that Marcey should pursue the funding. Steven Darnell will assist Ginger with proper wording for a resolution.

Sensory Trail Park Improvements

Marcey explained that FCPD is on a waiting list for consideration to be granted funding for a new bridge over what will be the wetland area. A trail extension is to be paid for by a neighboring development.

Marcey said the wheelchair-accessible swing was removed because it was damaged by vandals. When researching accessible swings for a replacement, it was discovered that these types of swings should only be used in a controlled environment with supervision and are not meant to be used in an open-to-the-public setting. Marcey said she contacted SOCIL for recommendations and is trying to determine what can be used in that spot.

She reported the treehouse will be painted with a flame-resistant sealant.

Marcey said she is trying to obtain funding to help restore the bank of Feters Run where it has collapsed. John Watts suggested H2Ohio funding might be available.



Updates to Bylaws

Marcey said FCPD's bylaws need to be reviewed and updated to match the State's threshold for quotes versus bids. Steve Darnell explained an update should be drafted, presented to the Board, then the process can move forward.

LEGAL UPDATES

Steven Darnell said there are no updates to report.

REVIEW OF MINUTES

Minutes of the July 10, 2023, Regular Meeting

There were no comments.

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

REVIEW OF CASH BALANCE STATEMENT

Cash Balance Statement for July 2023

Ginger explained the figures in this report. There were no comments.

REVIEW OF REVENUE & EXPENSE REPORT

Revenue & Expense Report for July 2023

Ginger explained the figures in this report. John Watts asked about the \$ 700.00 listed as rents/royalties. Ginger answered it is rental of the house at Two Glaciers Park.

RESOLUTIONS

2023-24 – A Resolution Accepting the Revenue and Expense Report for July 2023

There were no comments.

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

2023-25 – A Resolution Approving the Purchase of a Vehicle for the Deputy Director

Ginger explained three bids were obtained. GMC gave the best price quote plus a \$ 1,000.00 trade allowance for the Chevy truck from Wahkeena Nature Preserve. There was a brief discussion about the quotes received.

Vote	Motion	Second	Aye	Nay	Abstain
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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"/>	<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"/>
John Watts	<input type="checkbox"/>	<input type="checkbox"/>	√	<input type="checkbox"/>	<input type="checkbox"/>

2023-26 – A Resolution to appropriate from Unappropriated Monies to Purchase a Vehicle for the Deputy Director

There were no comments.

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

2023-27 – A Resolution Accepting the Amounts and Rates as Determined by the Fairfield County Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

Ginger explained the Budget Commission and Government Funding figures. This resolution is presented to the Auditor’s office to acknowledge acceptance of levy money and reflect it in our budget.

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

Motion to enter Executive Session for the purpose of sale and disposition of property under 121 G2 at 2:59 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"/>	<input type="checkbox"/>
David Smith	<input type="checkbox"/>	√	√
Sherry Orlando	<input type="checkbox"/>	<input type="checkbox"/>	√
John Watts	<input type="checkbox"/>	<input type="checkbox"/>	√

Left Executive Session back into Regular Session at 3:24 p.m.

Jeffrey Feyko moved to allow Marcey Shafer and Tommy Springer to approach Greenfield Township and the State of Ohio, specifically ODNR, for the disposition of properties on Mt. Zion Road.

David Smith Seconded the Motion. All present in favor.

ADJOURNMENT



With no other business before the board, at 3:26 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"/>	<input type="checkbox"/>
David Smith	√	<input type="checkbox"/>	√
Sherry Orlando	<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 September 11, 2023.

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

