



MINUTES – REGULAR MEETING
Fairfield County Board of Park Commissioners

Date: Monday, February 12, 2024 **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
Sherry Orlando
John Watts

Legal Counsel: Amy Brown-Thompson
Steven Darnell
Austin Lines

Director: Marcey Shafer

Park Staff: Tommy Springer, Deputy Director
Ginger Caito, Finance and Administration
Kimber Caito, Media Coordinator

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	√	<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

Staff/Volunteer Committee

John Watts reported on discussions about volunteers and priority projects. There was a brief discussion about issues, volunteer policy, and the support volunteers offer.

STAFF REPORTS

Marcey Shafer, Director

Marcey reported possible future staff changes and about her attendance in NRPA leadership training. There was a brief discussion about strategic plans and engaging a consultant.

Tommy Springer, Operations

Tommy stated he is slowly taking responsibility for oversight of the Operations staff.

Miranda Cain, Education Specialist

Marcey mentioned a couple highlights and offered to answer any questions. There were no questions.

Kimber Caito, Media Coordinator

Kimber offered to answer any questions. There were no questions.

Wahkeena Nature Preserve (Tom Shisler)

Marcey mentioned Tom has been taking care of maintenance issues at Wahkeena. She answered questions about invasive plant removal at the preserve.

CREDIT CARD EXPENSES

Ginger explained two charges that appear in the statement. There were no other questions.

OLD BUSINESS

Building Demolition

Marcey explained plans to remove old structures in Two Glaciers Park and Stoney Hill Park.

Rock Mill Updates

Tommy gave updates about walkway and forebay restorations. New buckets for the waterwheel are being fabricated by a staff member.

Stoney Hill Park Development

Marcey explained a capital budget fund request has been made to make improvements to this park.

H2Ohio Projects

Tommy reported the application was approved. There was a brief discussion.



Wigwam Update

Marcey stated the trustees approved the trail plan. She is awaiting a response from them (trustees) regarding questions from Operations staff.

NEW BUSINESS

Volunteer and Outreach Coordinator Job Description Approval

Marcey said the description has been approved and gave a brief synopsis. She asked for a motion to approve the job description as it appears in the sample.

Sherry Orlando motioned to approve the job description. Ami Williams seconded the motion. In a roll call vote, all answered "Aye".

LEGAL UPDATES

Amy Brown-Thompson stated nothing is pending nor currently in review.

REVIEW OF MINUTES

Minutes of the January 8, 2024, Reorganization and Regular Meeting

There were no questions about the minutes.

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"/>
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

Ginger reviewed the figures in this statement. There was a brief discussion about unencumbered vs encumbered balances and a capital projects fund vs a construction fund.

REVIEW OF REVENUE & EXPENSE REPORT

Ginger offered to review the figures in this report. There were no questions.

RESOLUTIONS

2024-05 – A Resolution Accepting the Revenue and Expense Report for January 2024

Ginger offered to review the figures in this report. There were no questions.

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



2024-06 – A Resolution to Approve a Contract

Ginger explained the contract is for installation of electric service in Fetter-Hood Barn at Smeck Park.

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"/>
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"/>

2024-07 – A Resolution to Amend the Certificate

Ginger explained this is to appropriate money into the proper fund to pay for installation of electric service in Fetter-Hood Barn, see Resolution 2024-06.

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

2024-08 – A Resolution to Approve Certain Expenditures in Connection with Business Meetings, Training, and Community Engagement

Ginger explained this is to allow payment for incidental expenses related to meetings, trainings, etc.

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"/>
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"/>

2024-09 – A Resolution to Approve the H2Ohio Grant Award for Wetlands at Two Glaciers Park

Ginger stated this resolution allows Marcey to formally accept the grant award. Ginger explained the process. There was a brief discussion about the proposed schedule for this project.

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"/>
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"/>



Motion to enter Executive Session for the purpose of Employee Discipline at 3:15 p.m. by David Smith.
Roll Call Vote by Finance & Administration

Commissioner	Motion	Second	Aye
Jeffrey Feyko	<input type="checkbox"/>	<input type="checkbox"/>	√
Ami Williams	<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 3:25 p.m.

ADJOURNMENT

With no other business before the board, at 3:26 p.m., John Watts motioned to adjourn.

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

Upon the motion of Commissioner, Jeffrey Feyko, seconded by Commissioner, David Smith, the minutes have been adopted on March 11, 2024.

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Watts	<input type="checkbox"/>	<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 Caito, Secretary
Fairfield County Board of Park Commissioners

