



**AMENDED MINUTES:
DARKE COUNTY PARK DISTRICT
REGULAR MEETING**

**THURSDAY, March 21, 2024 AT 4:00 P.M.
SHAWNEE PRAIRIE PRESERVE NATURE EDUCATION CENTER
4267 ST. RT. 502 W., GREENVILLE, OH 45331**

OPENING OF MEETING

President Tina White called the meeting to order in the Nature Center assembly room at 4:06p.m. followed by the Pledge of Allegiance.

ROLL CALL

Deb Shiverdecker, Fiscal Officer/Financial Administrator conducted roll call. Present were: Commissioner at Large Mike Henderson, Vice President John Cook, Director/Secretary Robb Clifford and President Tina White. Guests recorded in attendance were: Tom Smith representing the Friends of the Darke County Parks, Volunteer Sandy Hoying, Stacey Lavey, trail property neighbor and interested citizen, Park District Outreach Director Mitchell Pence, Volunteer Scott McAlpine and Caroline Petitjean representing the local D.A.R.

MINUTES

Regular Meeting-February 15, 2024

Mike Henderson made a motion to approve the minutes as presented.

John Cook seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

PUBLIC COMMENT

Financial Administrator Deb Shiverdecker reported that the Park District had been notified that former Park Board Commissioner Daryl Mehaffie sadly had passed away. There will be visitation at St. Paul ~~Paul~~ John Lutheran Church from 1-2pm on Tuesday.

FINANCIAL REPORT

The monthly financial reports for January and February 2024 were presented for review by the financial administrator.

Mike Henderson moved to approve the 2024 financial reports and approve all purchase orders and payments as needed.

Tina White seconded.

Discussion-None.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

The 2024 unaudited financial statement was presented for review. Discussion followed.
John Cook made a motion to accept the 2023 Financial Statement as presented.
Mike Henderson seconded.

Discussion-None.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

The financial administrator reported that she had been contacted about the scheduling of the next biennial Park District audit (2022-2023.) No date has yet been set.

Resolution #24-06-Request for Additional Credit Card Needed-Nature Center Gift Shop

The financial administrator presented this resolution due to the Park District taking over management of the Shawnee Prairie gift shop. Requested was one VISA card for \$1,000 for the gift shop. The card will be under the name of the financial administrator.

Discussion followed.

John Cook moved to approve Resolution #24-06 as presented.

Tina White seconded.

Discussion-None.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

Purchase orders, vouchers and payments needing Board approval were presented for signature.

DISTRICT REPORTS

The Director's Report prepared and presented by Director Robb Clifford was reviewed. A copy is attached.

The Financial Administrator's Report prepared by Financial Administrator Deb Shiverdecker and Accounting Clerk Deb Fall was reviewed. A copy is attached.

The Programming Report prepared by the Naturalist Staff and presented by Naturalist Mitchell Pence was reviewed. A copy is attached.

The Volunteer Report prepared by Volunteer Coordinator Kathy Cool was reviewed. A copy is attached.

The Maintenance Report prepared Maintenance Supervisor Michael Colamarino was reviewed. A copy is attached.

The Bear's Mill Report prepared by Sophie Nieport was reviewed. A copy is attached. The Director reported that the dressing of the grind stones was a great success. The Park District Mill staff learned much and the stones are running and grinding much better. There was a photo opportunity because of the Ohio History Grant acceptance of another two-year grant to continue with the Park District's 4th grade Pioneer Days program.

Dr. David Cox had submitted a copy of the Friends of Ft. Jefferson's grant application for a planned archeology dig at Ft. Jefferson for the Board's review. Nothing further was discussed.

The Friends of the Darke County Parks representatives Tom Smith and Sandy Hoying reported that the waffle breakfast turn out was very good with over 500 people participating. They reminded everyone of the Friend's chicken dinner coming up April 20. Sandy Hoying reminded everyone that there is a public meeting coming up for public comment on the MVRPC's draft transportation plan for our area and that trail supporters needed to show up to record their support of the continuation of the bike trail. Sandy was assured that the Park District had sent out many notifications about this meeting so it was hoped that there would be a nice crowd.

The minutes of the last Friends of Bear's Mill Board meeting are attached. The Director reported that the Soup and Bowl event turned out very well. Guest Stacy Lavey reported that she had volunteered at the Soup and Bowl event and she was very positive about the experience.

Commissioner's Comments and Celebrations:

-Vice President John Cook commented on the loss of former Park Board member Daryl Mehaffie and remembered that even though Mr. Mehaffie was only with us for a brief tour of service that he made many positive things happen for and with the Park District. Mr. Mehaffie put the Park District "on the map" with our state and even federal representatives.

-Commissioner at Large Mike Henderson commented that he had talked to Mr. Mehaffie in the past week. Mr. Henderson also thanked the staff and volunteers who made the Waffle Breakfast turn out so well and congratulated Director Robb Clifford for his 17 years of service to the Park District. He suggested that we might want to think about putting up some kind of display about the staff members and their years of service in the Nature Center. Mr. Henderson also commended Mitchell Pence on the spring video that had just been published on social media.

OLD BUSINESS

The Director reported that he had tried to reach out to Mr. Abney and the phone number he has is no longer viable. After the Eclipse event he will reach out again to Mr. Abney

and then Mr. Rudy will also need contacted. Nothing further was discussed concerning recreational trails. Land owner discussions still need to be completed.

Director Robb Clifford indicated that the Park District's work on Phase II of the Bear's Mill renovation project is on hold until the Park District hears whether their State capital campaign has been successful. Nothing further was discussed.

Director Robb Clifford presented a final copy of an agreement between the Park District and the Garst Museum so that the Park District can take over the Museum's very successful summer festival "the Gathering at Garst". The agreement has already been signed off on by Museum Director Clay Johnson. Discussion followed.

Tina White made a motion to approve the finalized agreement between the Park District and Garst Museum for the Gathering at Garst as presented.

John Cook seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

Research is still being done on the barn roof renovations. Vice President John Cook commented that he thought a decision should be postponed until the state capital campaign results were finalized. He feels more discussion is needed on this project.

Director Robb Clifford is still researching the cost of doing a public survey of park district services through a professional survey company. Five proposals were presented to the Board. Discussion followed. The Director recommended the "Impact" proposal for local government. No colleges or educational institutions had been contacted. Nothing further was discussed.

The Director reported about speaking to Mr. Daryl Mehaffie the past week about the plans for the Tina Husted painting donation to the Park District. Plans for a Husted Family Day Out for Kids to highlight the work by Tina Husted are tentatively done. The Park District is working with Darke County Arts Center with a potential date of August 3. Nothing further was discussed.

Director Robb Clifford reported that the work on updating the server system and the alarm systems at the three Park District buildings will go forward as soon as the companies have the materials and plans in place. Mr. Davis has run into issues with the county and the county is now involved. The server system plans were changed since the preliminary estimates were given. Because of security issues the Park District will be getting a new mini server instead of using a cloud-based solution as was initially approved. Both projects will move forward soon (Eclipse is slowing things down as well.)

The Director asked the Board Members for their thoughts on the planned ODOT update of the parking area at Shawnee Prairie. The Park District was apprised that there were no bidders for this project for this summer. ODOT would like to know if the Park District wants to re-bid, or put on hold or perhaps add some work to the order to get some bidders. ODOT feels like the reason for no bidders might be the project is too small. The County Engineer and the OPRA rep for ODOT were contacted. Discussion followed. The Board wishes to just re-bid in the next ODOT cycle.

The Financial Administrator reported that she will be issuing the replacement checks to the Apex Solar Company from 2022 for the cancelled easements in the next week since the UAN software has been closed for 2023. The checks were never cashed, nor returned and the company signed off on the necessary waivers.

The Director presented the final contract for the Jimmy Red Corn project with the Friends of Ft. Jefferson. Discussion followed.

Mike Henderson made a motion to accept the final contract as presented.

Tina White seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

The Director will present the contract for Friends of Ft. Jefferson approval.

The Director and Commissioner Mike Henderson met with legal counsel and did research on the request presented by Lazy R Campground for easement on Tecumseh Trail for water and sewer service to their campground. Nothing further has been presented by the Campground owner as of now so the Board will table this request until such time the owner presents his official request for easement with more details provided.

The Financial Administrator presented paperwork received from the Ohio Deferred Compensation officials. The Park District has been named the owner of the former volunteer Karen Jo Maule's deferred compensation account at the time of her death. The account amounts to approximately \$89,000. After discussion it was decided that the Board will leave the account with Ohio Deferred Compensation board at this time until a decision is made as to what the plans are for the inheritance. It is earning interest and is safe. The Director and Fiscal Officer are named as the administrators for the account for the Park District.

NEW BUSINESS

The Director explained that the ODNR has asked for additional paperwork from the Park District concerning the Art Trail projects that took place on Park District property. The language of the proposed resolution was not very clear and the Park Board would like to know if this covers all of the art trail projects on Park District property or just the one. Discussion followed.

Tina White made a motion that Board prepare the needed resolution as soon as it is verified which projects are to be covered or need to be covered.

John Cook seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

Guest Caroline Petitjean from the local DAR group presented research and the DAR's plan to put up a marker at the Ft. Jefferson Park to honor those service people who died at Ft. Jefferson. The Park Board will work with Ms. Petitjean to contact the Ohio History Connection for permission for this project as the land still belongs to them and the Park District only manages it.

EXECUTIVE SESSION

Tina White moved to adjourn to Executive Session at 5:55 p.m. for discussion of staff reorganization and salaries.

John Cook seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

RETURN TO REGULAR SESSION

Mike Henderson moved to return to Regular Session at 8:40 p.m. with no formal action taken in Executive Session.

Tina White seconded.

Discussion-none.

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

ADJOURNMENT-

Tina White moved to adjourn the meeting at 8:46 p.m.

John Cook seconded.

Discussion-none

Vote: Tina White-yes, John Cook-yes, Mike Henderson-yes.

Motion carried.

Tina E. White, President

Date

John Cook, Vice President

Date

Michael W. Henderson, Commissioner-at-Large

Date

Robert J. Clifford, Director

Date