

**Minutes of  
Trumbull County MetroParks Board  
Wednesday, January 27, 2021**

**REORGANIZATION MEETING:**

**Location: Zoom**

**CALL TO ORDER:** by the 2020 Board Chair, Nicolette Darkangelo at 4:17 p.m.

Attendees: Park Commissioners: Nicolette Darkangelo, Kathy DiCristofaro, Steven Maas, Kurt Sauer

Others: Zachary Svette, MetroParks Operations Director; Mitzi Sabella, Secretary; and Dave Ambrose

Let the record show that the Park Commissioners of the Trumbull County Metropolitan Park District: John Brown, Jr., Steven Maas and Kurt Sauer have been duly sworn in and otherwise qualified through the provisions of the *Ohio Revised Code*, and that they are duly appointed Park Commissioners of the Board of the Trumbull County MetroParks. The swearing in of Nicolette Darkangelo, Kathy DiCristofaro occurred on December 9, 2020, by Judge James Fredericka.

**REORGANIZATION OF OFFICERS:** Board Chair, and Vice Chair with discussion by the Park Commissioners on what positions they might want.

Motion by Ms. DiCristofaro seconded by Mr. Maas, to place in nomination and to elect Nicolette Darkangelo to the position of Board Chair for 2021.

Roll Call Vote: Ms. Darkangelo - Yes, Ms. DiCristofaro – Yes, Mr. Maas - Yes, Mr. Sauer, Yes  
Approved 4-0

Motion by Ms. Darkangelo, seconded by Mr. Maas to place in nomination and to elect Kathy DiCristofaro to the position of Board Vice Chair for 2021.

Roll Call Vote: Ms. Darkangelo - Yes, Ms. DiCristofaro – Yes, Mr. Maas - Yes, Mr. Sauer, Yes  
Approved 4-0

**REORGANIZATION BUSINESS:**

1). The *Revised Roberts Rules of Order* shall be the official guideline for conducting meetings for one year, effective immediately.

Motion by Mr. Sauer, seconded by Mr. Maas to approve this guideline.

Roll Call Vote: Ms. Darkangelo - Yes, Ms. DiCristofaro – Yes, Mr. Maas - Yes, Mr. Sauer, Yes  
Approved 4-0

**Trumbull County MetroParks**  
**Minutes of January 27, 2021**  
**Page 2**

2) The Regular Monthly Board Meeting day shall be set for the **Fourth Thursday** of the month at 4:15 p.m. at the Trumbull County MetroParks, 185 East Market Street in Warren, Ohio.

Motion by Mr. Sauer, seconded by Mr. Maas to approve setting regular meeting day.

Roll Call Vote: Ms. Darkangelo - Yes, Ms. DiCristofaro – Yes, Mr. Maas - Yes, Mr. Sauer, Yes  
Approved 4-0

3) **To adopt the following resolution:** (Section 121.22, *Ohio Revised Code*)

WHEREAS, the Park Commissioners of the Trumbull County Metropolitan Park District encourage all interested citizens of Trumbull County to attend meetings of the Board; and

WHEREAS, Section 121.22 requires certain actions by every public body;

BE IT RESOLVED, by the Board of Park Commissioners of the Trumbull County Metropolitan Park District that the following policy for Public Notice rules are established:

- 1) All notices to be posted or provided within this policy shall be posted in front of the MetroParks Office. The notice shall also be sent to at least one newspaper of general circulation published within the county provided in the manner or manners described as part of this policy. News media or any other entities or individuals requesting notice in writing to the Trumbull County MetroParks shall also receive a notice of any meeting. This form of notice can be by mail, facsimile, telephone, or by E-Mail. Notices of Regular meetings shall also be posted on the Trumbull County MetroParks Internet Web Site. All meetings to be held at the Trumbull County MetroParks located at 185 East Market Street in Warren, Ohio.
- 2) If the date or time of a regular meeting is changed, or if the location is to be held at a place other than at the location of Section 1 of this policy, notice of the change shall be as provided in Section 1 at least 3 days prior to said meeting.
- 3) All other meetings of the Park District shall be called as required to complete the business of the District and shall be treated as Special meetings or Emergency meetings. Any Special or Emergency meetings will be held at the call of any one of the Board Members.
- 4) The Call for a Special meeting shall specify the date, time, location, and the purpose or purposes of the meeting. A Special meeting requires at least 24 hours notice and to follow the rules as set forth in Section 1.
- 5) The call for an Emergency meeting shall give immediate notice as per Section 1. The notice must disclose the time, place, and purpose or purposes of the meeting.

**Trumbull County MetroParks  
Minutes of January 27, 2021  
Page 3**

BE IT FURTHER RESOLVED, by the Board of Park Commissioners of the Trumbull County Metropolitan Park District that the following policy on public comment at monthly board meetings rules are established.

- 1) Those who sign in (register) before the meeting is called to order will be allowed to speak at the beginning of the meeting.
- 2) To register a person must fill out the “request to offer public comment” form.
- 3) Each registered speaker will have a maximum of three minutes to speak.
- 4) This policy does not deal with invited guests, supervisors, associates, and staff.

Motion by Mr. Maas seconded by Ms. DiCristofaro approve the resolution and policies.

Roll Call Vote: Ms. Darkangelo - Yes, Ms. DiCristofaro – Yes, Mr. Maas - Yes, Mr. Sauer, Yes  
Approved 4-0

**Regular Order of Business:**

Chairperson Darkangelo called the regular meeting to order at 4:27 p.m.

**I. Board Minutes of December 23, 2020, meeting**

Mr. Maas made a motion to approve the minutes of December 23, 2020; seconded by Mr. Sauer. The motion was carried.

**II. Financial Report**

Mr. Maas made a motion to approved the bills as listed; seconded by Ms. DiCristofaro. The motion was carried.

Mr. Sauer made a motion to set mileage for reimbursement to 56 cents per mile for all business miles effective January 1, 2021; seconded by Ms. DiCristofaro. The motion was carried.

Mr. Maas made a motion to set the per diem (in state) as \$40 per day (\$8 breakfast, \$12 lunch, and \$20 dinner) and \$60 out of state (\$15 breakfast, \$20 lunch and \$25 dinner); seconded by Mr. Sauer. The motion was carried.

Mr. Maas made a motion and seconded by Mr. Sauer to approve the 2021 budget as submitted to the Auditor’s office. The motion was carried.

### **III. General Business**

Mr. Sauer made a motion to approve the Sick and Vacation Leave Conversation Plan for Zachary Svette for the term effective January 1, 2021, through December 31, 2021; seconded by Ms. DiCristofaro. The motion was carried. Note: The plan is in compliance with *Ohio Revised Code* Section 145.01 and *Ohio Administrative Code* 145-1026, and shall be submitted to the Ohio Public Employees Retirement System (OPERS) for acceptance prior to the March 31, 2021, deadline.)

Mr. Maas made a motion to approve Zachary Svette and any board member to attend the meeting of the Ohio Parks and Recreation Association and all other meetings of importance concerning MetroParks' business or issues for 2021; per the *Bylaws of Trumbull County Metropolitan Park District*; seconded by Mr. Sauer. The motion was carried.

Ms. DiCristofaro made a motion to contract with Mitzi Sabella as an independent contractor for 2021 for bookkeeping and secretarial services for the MetroParks at \$200 per month; seconded by Mr. Maas. The motion was carried.

Mr. Sauer made a motion to approve the agreement for legal services with the Trumbull County Prosecutor's Office for 2021; seconded by Mr. Maas. The motion was carried.

Mr. Sauer made a motion to approve Mr. Roger Cox and Mr. Thomas Holbrook to work as independent contractors for maintenance services for the MetroPark for up to \$6,000 per year; seconded by Mr. Maas. The motion was carried.

Ms. DiCristofaro made a motion to approve Mark Kinkead as an independent contractor for maintenance services upon a positive background check for up to \$6,000 per year; seconded by Mr. Maas. The motion was carried.

Mr. Maas made a motion to approved the purchase of a flail Mower and extra blades up to \$6,949.00; seconded by Mr. Sauer. The motion was carried. Mr. Maas instructed Mr. Svette to try and negotiate for a lower price from the company.

### **Dam Discussion**

Mr. Sauer and Mr. Svette reviewed a map of the dam and Mahoning Riever at Canoe City and discussed the Mahoning River corridor plan and the analysis done by ms Consultants on dam and what the removal will look like.

**Trumbull County MetroParks  
Minutes of January 27, 2021  
Page 5**

**Dam Discussion, Continued:**

Mr. Svette stated that there will be information available starting Monday, February 1, 2021, on the MetroParks website and Facebook page and public comments are welcomed on the possibly of removing the dam. He stated that public comments will be received until February 19, 2021, and will be reviewed at the next MetroParks meeting scheduled for February 25, 2021. Mr. Svette stated that the MetroParks wants the opportunity for the public to make comments before a decision is made on what is best for the Park District. Ms. Darkangelo stated that the MetroParks main focuses are safety and conservation.

Mr. Svette reported that the MetroParks spends \$900 per year on insurance for the dam, for a total of over \$18,000 spent over the past 20 years. He said that removal of the dam would have a cost savings because the dam is the biggest liability for the MetroParks. Mr. Sauer added that dam removal would lower the potential for flooding, and there is concern about septic tank outlets that are under water and will be exposed if the dam is removed. He stated that it would be an issue for the Trumbull County Combined Health District.

In attendance was Dave Ambrose that stated that more community support for the project would occur if the removal would affect residents on Eagle Creek that have had constant flooding.

**Levy Discussion** – Discussion will occur next meeting

**Caleb Little** – Foster Parking Lot fire discussion

Mr. Svette explained that a certified letter was sent to Mr. Little informing him of his responsibility for the repair of the parking lot due to his car fire. The certified letter was received by Mr. Little, but no response has been given. The board informed Mr. Svette to follow up and see if Mr. Little had any insurance, maybe the information could be obtained from the fire department or DMV.

**IV. Communications - None**

**V. Operations Director's Report**

Mr. Svette reviewed his report with the members present of his workload.

**VI. Reports on Current MetroParks** – No report

**VII. Other Parks, Preserves and Lands** – No report.

**VIII. Future Planning**

The next MetroParks' meeting is scheduled for Thursday, February 25, 2021, at 4:15 p.m. via Zoom.

**IX. Adjournment**

There being no further business, Mr. Sauer made a motion to adjourn; seconded by Mr. Maas. The motion carried. The meeting was adjourned at 5:30 p.m.

Respectfully Submitted,

Mitzi Sabella, Secretary