

**Minutes of  
Trumbull County MetroParks Board  
Thursday, November 30, 2023**

A meeting of the Trumbull County MetroParks was called to order by the Chair, Nicolette Darkangelo, on Thursday, November 30, 2023, at 4:19 p.m. at the Park Office at 3983 N. River Road in Howland Township. Those in attendance included the following:

Nicolette Darkangelo  
John Brown, Jr.  
Steve Maas  
Zachary Svette, Executive Director/  
Interim Secretary

Also in attendance: Bob Coupland, Tribune Chronicle;

**Public Comments**

There were no other public comments at this meeting.

**I. Approval of Board Minutes of October 26, 2023**

Mr. Brown, Jr. made a motion and seconded by Mr. Maas to approve the minutes from the Board Meeting of October 26, 2023. The motion was carried.

**II. Financial Report**

The list of the bills paid were reviewed by the board. Mr. Brown made a motion and seconded by Mr. Maas to approve the Financial Report. The motion was carried.

Mr. Maas made a motion and seconded by Mr. Brown to approve the following Transfers:

- Transfer from 981-060-5600-5600-3-505524, Temp Services to 981-060-5600-5600-3-505157, Hospitalization: \$500.00

The motion carried.

Mr. Brown made a motion and seconded by Mr. Maas to approve the following Transfers:

- Transfer from 981-060-5600-5600-3-505524, Temp Services to 981-060-5600-5600-3-505522, Utilities: \$400.00
- Transfer from 981-060-5600-5600-3-505524, Temp Services to 981-060-5600-5600-3-505156, Medicare: \$2.00

The motion was carried.

### **III. General Business**

- The Board discussed and reviewed the Short-Term and Long-Term Goals. They send their thanks to Sarah at the HCP/CFMV for her hardwork.
  - Mr. Brown made a motion to approve the Short Term and Long Term Goals as provided; seconded by Mr. Maas. The motion was carried. The motion was seconded by Mr. Maas, and it was carried.
  
- Mr. Brown made motion to approve Resolution No. 2023-3 –Authorizing the Executive Director of Trumbull County MetroParks to submit an application for Clean Ohio Green Space Conservation Grant Funding for the Purchase and Protection of the Vienna Woods Conservation Area Property. seconded by Mr. Maas. Mr. Brown, Aye, Mr. Maas, AYE, Ms. Darkangelo, AYE. None Against. Resolution passes 3-0.
  
- Mr. Maas made motion to approve Resolution No. 2023-4 –Authorizing the Executive Director of Trumbull County MetroParks to submit an application for Community Forest Program Grant Funding for the Purchase and Protection of the Vienna Woods Conservation Area Property. seconded by Mr. Brown. Mr. Brown, Aye, Mr. Maas, AYE, Ms. Darkangelo, AYE. None Against. Resolution passes 3-0.
  
- Mr. Maas made motion to approve hiring Fannie Miller for the Office Manager Position pending a successful background, drug test and review of compatibility by the Ohio Ethics Commission. The motion was seconded by Mr. Brown, and it was carried.
  
- Mr. Maas made motion to approve the Non-Exclusive Revocable License Agreement with James and Bonnie Wishart for the Range Four Property and to allow the Executive Director to sign on behalf of the board. The motion was seconded by Mr. Brown, and it was carried.
  
- Mr. Brown made motion to approve Zachary Svette Executive Director to apply for and sign any documentation for the Appalachian Community Grant Program as it relates to the Baughman Creek Slide Repair. The motion was seconded by Mr. Maas, and it was carried.
  
- Mr. Brown made motion to approve Zachary Svette Executive Director to apply for and sign any documentation related to the FY 25 Planning Grant through Eastgate Council of Governments. Also to provide up to \$1,200 cash match for the grant. This grant would be to study non-motorized pedestrian movement within the Educational Highway Corridor. The motion was seconded by Mr. Maas, and it was carried.

**General Business Continued:**

- Mr. Brown made motion to approve the Design Build Contract with RiverReach Construction Design Build Team and to allow Zachary Svette to sign all documentation to execute the contract. See attached for Pricing Proposal. The motion was seconded by Mr. Maas, and it was carried.

**IV. Communications** – Thank you Card from Mitzi Sabella, thanking them for the pervious months festivities.

**V. Executive Director’s Report**

Mr. Svette reviewed his Director’s Report with the board members, highlighting the following:

- Bike Trail projects: WRGW Phase 4 and Slide Repair.
- Budget 2024 Hearing.
- Ms. Darkangelo discussed the 2023 events.
- New computer and phone for new employee.
- Baughman Bridge is completed closed off.

**VI. Future Planning**

The next scheduled regular meeting of MetroParks will be held on **Thursday, January 25, 2024**, at 4:15 p.m. at the Park Office on North River Road.

**VII. Adjournment**

There being no further business, Mr. Maas made a made a motion to adjourn; seconded by Mr. Brown. The motion was carried. The meeting was adjourned at 4:48 p.m.

Respectfully Submitted,

*Zachary Svette*

Zachary Svette, Executive Director  
Interim Secretary