

**Minutes of
Trumbull County MetroParks Board
Thursday, January 25, 2024**

REORGANIZATION MEETING:

Location: Park Office, 3983 N. River Road, Warren, OH 44484

CALL TO ORDER: by the 2023 Board Chair, Nicolette Darkangelo at 4:15 p.m.

Attendees: Park Commissioners: John Brown, Nicolette Darkangelo, Randy Fabrizio, Steve Maas

Others: Zachary Svette, MetroParks Executive Director; Margret Reder; Jason Tedrow, Stephen Burns, Bob Coupland, Tribune Chronicle;

Let the record show that the Park Commissioners of the Trumbull County Metropolitan Park District: John Brown, Steven Maas, Nicolette Darkangelo, Randy Fabrizio 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.

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

Motion by Mr. Brown, seconded by Mr. Maas, to place in nomination and to elect Randy Fabrizio to the position of Board Chair for 2024.

Roll Call Vote: John Brown, - Yes, Ms. Darkangelo - Yes, Mr. Fabrizio – Yes, Mr. Maas - Yes, , Approved 4-0

Motion by Ms. Darkangelo, seconded by Mr. Maas to place in nomination and to elect Kurt Sauer to the position of Board Vice Chair for 2024.

Roll Call Vote: John Brown - Yes, Ms. Darkangelo - Yes, Mr. Fabrizio – Yes, Mr. Maas - 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. Brown, seconded by Mr. Maas to approve this guideline.

Roll Call Vote: John Brown - Yes, Ms. Darkangelo - Yes, Mr. Fabrizio – Yes, Mr. Maas - Yes, Mr. Approved 4-0

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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 Office at 3983 N. River Road in Warren, Ohio.

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

Roll Call Vote: John Brown - Yes, Ms. Darkangelo - Yes, Mr. Fabrizio – Yes, Mr. Maas - 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:

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 3983 N. River Road in Warren, Ohio.

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 24 hours prior to said meeting.

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.

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.

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.

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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.

Those who sign in (register) before the meeting is called to order will be allowed to speak at the beginning of the meeting.

To register a person must fill out the “request to offer public comment” form.

Each registered speaker will have a maximum of three minutes to speak.

This policy does not deal with invited guests, and staff.

Motion by Mr. Brown seconded by Ms. Darkangelo to approve the resolution and policies.

Roll Call Vote: John Brown - Yes, Ms. Darkangelo - Yes, Mr. Fabrizio – Yes, Mr. Maas - Yes, Approved 4-0

Regular Order of Business:

Chairperson Darkangelo called the regular meeting to order at 4:24 p.m.

Public Comments:

Jason Tedrow, Margret Reder and Stephen Burns presented and informed the board about the work being done to save Coalburg Lake (Hubbard and Brookfield Townships) from being breached. They said it will be a lengthy process and more information will be presented to the board as it comes available.

I. Board Minutes of November 30, 2023, meeting

Ms. Darkangelo made a motion to approve the minutes of November 30, 2023; seconded by Mr. Brown. The motion was carried.

II. Financial Report

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

Mr.. Brown made a motion to set mileage for reimbursement to 67 cents per mile for all business miles effective January 1, 2024; seconded by Ms. Darkangelo. The motion was carried.

Mr. Brown 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 Ms. Darkangelo. The motion was carried.

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III. General Business

Mr. Brown made a motion to approve the Sick and Vacation Leave Conversation Plan for Trumbull County MetroParks for the term effective January 1, 2024, through December 31, 2024; seconded by Ms. Darkangelo. 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, 2024, deadline.)

Mr. Brown 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 2022; per the *Bylaws of Trumbull County Metropolitan Park District*; seconded by Mr. Maas. The motion was carried.

Mr. Maas made a motion to approve the agreement for legal services with the Trumbull County Prosecutor's Office for 2024 seconded by Mr. Brown. The motion was carried.

Mr. Maas made a motion to approve disposal of the following: Asset Tag# 66111 –Broken Tent and Asset Tags# 66838 & 66839 - Broken Tables; seconded by Mr. Brown. The motion was carried.

Mr. Brown made a motion to approve the lease with State of Ohio for the WRGW Trail for term of February 1, 2024 through January 31, 2039 for \$1 and to Authorize the 2024 Chairperson to sign and execute the agreement on behalf of the Board, seconded by Ms. Darkangelo. The motion was carried.

Mr. Brown made a motion to concur with Bloomfield Township Trustees on the termination of the lease for the Soccer Fields at the Lockwood Property (ST RT 87/Bike Trail), seconded by Mr. Maas. The motion was carried.

Mr. Maas made a motion to Approve the donation from Mitzi Sabella Donation, \$50.00 in Memory of Dave Ambrose for WRGW Phase 4 (983), seconded by Mr. Brown. The motion was carried.

Mr. Brown made a motion to approve the reimbursement to the Western Reserve Land Conservancy in the amount of \$2,800 for the appraisal for the Range Four Property in Lordstown, Ohio, seconded by Ms. Darkangelo. The motion was carried.

Ms. Darkangelo made a motion to approve the installation of the CAT6e wiring and associated hardware to be able to connect to the router and switch from Falls Electric in the amount of \$ 817.14, seconded by Mr. Maas. The motion was carried.

Mr. Brown made a motion to approve the purchase of the Computer and monitor from Southern Computer Warehouse (SCW) in the amount of \$939.74, seconded by Ms. Darkangelo. The motion was carried.

III. General Business, Continued

Mr. Maas made a motion to approve the purchase of 365 License from CDW-G in the amount of \$68.00, seconded by Ms. Darkangelo. The motion was carried.

Mr. Maas made a motion to approve the purchase of CISCO 8845 IP SET from CMS Communications in the amount of \$290.00, seconded by Ms. Darkangelo. The motion was carried.

Mr. Maas made a motion to approve the estimates from Woodford Excavating for the Demo and Removal of the Buildings (\$28,500.00), seconded by Mr. Brown. The motion was carried.

Ms. Darkangelo made a motion to approve the estimate from Woodford Excavating installing the parking area (\$14,400) at the Range Four Property in Lordstown, seconded by Mr. Brown. The motion carried.

Ms. Darkangelo made a motion to approve the Executive Director to process required payments to all contractors for Leavittsburg Dam Removal Project when money is received from the State of Ohio. This is required because of new billing requirements at the OEPA, seconded by Mr. Maas. The motion carried.

Discussed upcoming item for future board meeting in regards to the MetroParks Mission, Vision and Core Values.

IV. Communications

There were no communications to review at this meeting.

V. Executive Director's Report

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

VI. Future Planning

The next MetroParks' meeting is scheduled for Thursday, February 22, 2024, at 4:15 p.m. at the Park Office.

VII. Adjournment

There being no further business, Mr. Brown made a motion to adjourn; seconded by Mr. Maas. The motion carried. The meeting was adjourned at 5:29 p.m.

Respectfully Submitted,

Zachary Svette

Zachary Svette, Interm-Secretary