

**Minutes of  
Trumbull County MetroParks Board  
Wednesday, December 11, 2019**

A meeting of Trumbull County MetroParks was called to order by the Chairman, John Brown, Jr., on Wednesday, December 11, 2019, at 4:24 p.m. in the Planning Commission Conference Room at 185 East Market Street. Those in attendance included the following:

John Brown, Jr., Chair  
Nicolette Darkangelo  
Kurt Sauer  
Steve Maas  
Zachary Svette, Director  
Mitzi Sabella, Secretary

Also in attendance: Russ St. Clair, M. Arnold, and Alex Czayka, W.R. Land Conservancy

There were no public comments made at this meeting.

**I. Approval of Board Minutes of October 23, 2019**

Ms. Darkangelo made a motion to approve the minutes from the October 23, 2019, regular meeting; seconded by Mr. Maas. The motion carried.

**II. Financial**

The board reviewed the list of bills paid since the last meeting. Mr. Sauer made a motion to approve the attached list of bills; seconded by Mr. Maas. The motion carried.

Mr. Svette passed out the amended 2020 budget to the members present, and spoke about the budget hearing that was held on December 10, 2019. Ms. Darkangelo made a motion to approve the amended budget that was submitted to the Trumbull County Commissioners; seconded by Mr. Sauer. The motion carried.

**III. General Business**

Ms. Darkangelo made a motion to approve joining the Trumbull County Tourism Bureau for 2020 at a cost of \$50; seconded by Mr. Sauer. The motion carried.

Alex Czayka from the Western Reserve Conservancy was in attendance to discuss the West Branch and Trock Forest Preserves and Clean Ohio Grants. The following actions occurred:

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**General Business, Continued:**

Mr. Maas made a motion to approve Resolution No. 2019-5, Authorizing the Executive Director of the Trumbull County MetroParks to Submit an application for Clean Ohio Green Space Conservation Grant Funding for the purchase and protection of the West Branch Wetland Preserve Property; seconded by Ms. Darkangelo. Roll call was taken as follows: John Brown, Jr., Yes; Nicolette Darkangelo, Yes; Kurt Sauer, Yes; and Steve Maas, Yes. The motion carried.

Mr. Maas made a motion to approve the Amendment to the Purchase and Sale Agreement by and between the Trumbull County MetroParks and the Western Reserve Land Conservancy for the West Branch Wetland Preserve Property; seconded by Ms. Darkangelo. The motion carried.

Ms. Darkangelo made a motion to approve Resolution No. 2019-6, Authorizing the Executive Director of the Trumbull County MetroParks to submit an application for Clean Ohio Green Space Conservation Grant Funding for the purchase and protection of the Trock Forest Nature Preserve Property; seconded by Mr. Maas. Roll call was taken as follows: John Brown, Jr., Yes; Nicolette Darkangelo, Yes; Kurt Sauer, Yes; and Steve Maas, Yes. The motion carried.

Ms. Darkangelo made a motion to approve the Purchase and Sale Agreement by and between Western Reserve Land Conservancy and the Trumbull County MetroParks for the Trock Forest Nature Preserve Property; seconded by Mr. Sauer. The motion carried.

**Public Records Policy**

Mr. Svette presented to the board a Model Public Records policy for their review. He stated that the County Prosecutor's Office stated that the MetroParks could not follow the county's policy, so he researched and wrote up one for the MetroParks. After review of the documents, Mr. Sauer made a motion to approve the Public Records Policy including forms and retention schedules for the Trumbull County MetroParks; seconded by Mr. Maas. The motion carried.

**IV. Communications**

Mr. Sauer made a motion to approve sending a letter of support to Liberty Township for their Clean Ohio Application for their intent to restore a section of Little Squaw Creek which runs through Churchill Park; seconded by Ms. Darkangelo. The motion carried.

**V. Executive Director's Report**

Mr. Svette gave his report. See attached report.

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- VI. Reports on Current MetroParks** – No report.
- VII. Other Parks, Preserves and Lands** – No report.
- VIII. Future Planning**

**Future Planning, Continued:**

The next scheduled MetroParks meeting will be held on **Wednesday, January 8, 2020**, at 4:15 p.m. at Conference Room at the Planning Commission Office, 185 E. Market Street, Warren.

**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 4:50 p.m.

Respectfully Submitted,

Mitzi Sabella, Secretary