

**MIAMI COUNTY PARK DISTRICT  
BOARD OF PARK COMMISSION MEETING MINUTES**

Tuesday, December 17, 2024

Lost Creek Reserve Administration Office – Board Room

9 a.m. Meeting

Present: Dr. Robert Malarkey, Jay Meyer, Elizabeth Gutmann, Scott Myers, Kevin Swanson, Amanda Smith, Cinda Hanbuch-Pinkerton and Dale Gade.

MINUTES - Elizabeth Gutmann made a motion to approve the minutes from November 5, 2024, seconded by Jay Meyer, motion unanimously carried.

BILLS AND RECEIPTS - Mrs. Gutmann made a motion to approve the bills and receipts as presented, seconded by Jay Meyer, motion unanimously carried.

DONATIONS – Mrs. Gutmann made a motion to accept the donation as presented, seconded by Jay Meyer, motion unanimously carried.

**NEW BUSINESS**

- A. RESOLUTION 1630-24 – Authorization for the Executive Director to submit the Miami County Park District 2025 Final Budget to the Miami County Auditor’s Office Approval of transfers 9/21/24 through 10/25/24 - Mrs. Gutmann made a motion approve Resolution 1630-24 as presented, seconded by Jay Meyer, motion unanimously carried.
- B. RESOLUTION 1631-24 – Authorization for the Executive Director of the Miami County Park district to enter a contract with the Miami County Sheriff’s Department to provide law enforcement services to the Park District - Mrs. Gutmann made a motion approve Resolution 1631-24 as presented, seconded by Jay Meyer, motion unanimously carried.
- C RESOLUTION 1632-24 - Authorization to transfer funds held by The Troy Foundation in a “Friends of the Miami County Park District” Fund into a fund created for “Miami County Parks Forever” - Mrs. Gutmann made a motion approve Resolution 1632-24 as presented, seconded by Jay Meyer, motion unanimously carried.
- D. RESOLUTION 1633-24 - Additional Certification of Estimated Revenue and Additional Appropriation Request - Mrs. Gutmann made a motion approve Resolution 1633-24 as presented, seconded by Jay Meyer, motion unanimously carried
- E. RESOLUTION 1634-24 - Approval of transfers 10/6/24 through 12/9/24 - Mrs. Gutmann made a motion approve Resolution 1634-24 as presented, seconded by Jay Meyer, motion unanimously carried

**OLD BUSINESS**

- A. Foundation – First strategic planning meeting done in November. They had a holiday dinner at the beginning of December. Next planning meeting is January 15<sup>th</sup>.

## OTHER BUSINESS

### A. Staff Reports

- a. Deputy Director – Kevin said we are assessing the deer population at Hobart Urban Nature Preserve.

The Nature Conservancy is interested in completing another mitigation project and Garbry Big Woods Reserve is being evaluated as a potential site.

We received a \$4,000 grant from the Miami County Convention and Visitors Bureau to help complete the outdoor Heritage Hall signage.

- b. Operations – Dale said the St. Rt. 571 river access clean-up is completed.

A bench has been installed at Maple Ridge by the Coy Pond.

There is a need to offer additional ways for people to donate to the parks for benches, bricks, shelter, mini shelters and/or trees.

Dale shared photos of the new workbench that the operations team built.

- c. Marketing – Amanda said we are in the process of hiring a new intern from the career center.
- d. Environmental Education – There is a new display case for awards in the hall at Lost Creek Reserve administrative office
- e. Executive - The January meeting will be held on the 22<sup>nd</sup>. The February meeting will be moved back to February 25<sup>th</sup> so Jay Meyer is able to attend.

Mrs. Gutmann made a motion to enter executive session to discuss personnel, seconded by Jay Meyer, motion unanimously carried.

## EXECUTIVE SESSION

Elizabeth motioned to go back into regular session at 10:30, seconded by Jay Meyer, motion unanimously carried.

- Elizabeth Gutmann moved to grant a 3% raise for Executive Director J. Scott Myers and Deputy Director Kevin Swanson, seconded by Jay Meyer, motion unanimously carried.

Elizabeth Gutmann motioned to adjourn the meeting, seconded by Jay Meyer, motion unanimously carried.

The meeting was adjourned 10:35 a.m.

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J. Scott Myers

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Dr. Robert Malarkey