

October 17, 2024 Board Meeting Minutes  
Preservation Parks of Delaware County  
1:00 PM Shale Hollow Park

**Roll Call:** The meeting was called to order at 1:00 PM, with Board members John Bader, Chair; Bruce Ruhl, Vice Chair; and Glenn Marzluf, Secretary was absent for roll call but arrived at 1:10 PM during departmental reports. Staff included Mary Van Haaften, Director; Rich Niccum, Deputy Director; Matt Simpson; Casey Smith; Chris Roshon; Beth McCollam; Kyle Pace; Tony Benishek; Tyler Swartzlander; Bonnie Houk; Sgt. Watkins; and Chief Welch. Public Present: Amy Tovar.

**Consent Agenda:**

1. Approval of September 18, 2024, Previous Board Minutes
2. Human Resources Changes in Personnel Report

**Items Removed from the Consent Agenda:** None

**Approval of Consent Agenda:** B. Ruhl moved to approve the consent agenda, J. Bader seconded, all members present voted aye. The motion passed.

**Financial Report and Ratification of Vouchers:** B. Ruhl moved to approve the Financial Report and Ratification of Vouchers, J. Bader seconded, all members present voted aye. The motion passed.

**Park Updates:** M. Van Haaften reported that the ribbon cutting for McCammon Creek Park North is scheduled for October 26 at 11:00 AM.

**Department Reports:**

Outdoor Connections Manager C. Smith reported that the District's tent at the Delaware County Fair saw 3,975 visitors, a 10% increase over 2023. Special guests included the Bug Man, the Armstrong Air and Space Museum, and the Delaware Humane Society with their dogs. Other programs included Project Healing Waters - a flyfishing program for veterans, yoga, and Monarch weekend. The Summer Letterbox program wrapped up with 2,163 registered participants. The annual volunteer recognition dinner was held at Shale Hollow Park where Roy Smith was announced as the Volunteer of the Year.

Administrative Manager T. Swartzlander reported on automatic gate installations in several parks, the roll out of the PowerDMS policy management platform, and that he and B. Houk attended a fiscal management workshop.

Human Resources Manager T. Benishek reported on a \$10,291.90 Medical Loss Ratio rebate received from Anthem related to 2023 medical usage. He also reported that staff completed new fraud reporting training as required by the State Auditor.

Chief Welch reported on the recent illegal dumping of a vending machine at Shale Hollow Park. He thanked Sgt. Watkins for his efforts in assisting with the Wall that Heals at Havener Park. The Park District received many compliments regarding Sgt. Watkin's help.

Marketing Manager B. McCollam reported on new FLEX (Free Local Exercise) signs at Char-Mar Ridge Park designed by marketing staff. She also shared the District's promotion of its announcement to purchase 60 acres of Camp Lazarus via the Delaware Gazette, WDLR radio, and social media.

Natural Resources Manager C. Roshon reported on invasive species management with volunteers.

Operations Manager K. Pace reported on basement repairs at Park District headquarters, pedestrian bridge repairs at Blues Creek, trail repairs at Gallant Woods, and other maintenance projects.

Sr. Park Planner M. Simpson reported on pavement maintenance and septic system upgrades at Hogback Ridge Park as well as invasive species removal along I-71 at McCammon Creek Park to remove

callery pear and restore views of the Bicentennial Barn. The Park District received four Community Trail Fund grant applications for 2025.

**Public Comments:** None

**Other Business:**

1. Park Tour for Board members - M. Van Haaften announced that immediately following the regular meeting, staff will give the Board a tour of the Camp Lazarus area including recently purchased park property. She stated that the tour will be conducted for informational purposes only and that no business will be conducted, no deliberation will take place, and no voting will occur. She will report on the tour at the next regularly scheduled meeting.
2. 2025 Draft Budget – Fiscal Manager B. Houk introduced the 2025 budget explaining that it looks different now that the capital budget has been added as well as a separate fund for the Bicentennial Barn. M. Van Haaften reported on 2025 significant capital projects including the Bicentennial Barn renovation, improvements at McCammon Creek Park, and other projects.
3. Resolution 2024-600 to Amend Resolution 2024-595 and Approve a Supplemental Appropriation to the OTSCIF Bicentennial Barn Fund – M. Van Haaften explained that an amendment is necessary to add additional funds, including \$20,000 from the Preservation Parks Foundation to the Barn fund. G. Marzluf moved to approve the resolution as presented, B. Ruhl seconded, all members voted aye. The motion passed.
4. Resolution 2024-601 Authorization to Purchase 60-acres of Camp Lazarus – B. Ruhl moved to approve the resolution as presented, G. Marzluf seconded, all members voted aye. The motion passed.
5. Resolution 2024-602 Authorization to Purchase 17 acres to Expand McCammon Creek Park - B. Ruhl moved to approve the resolution as presented, J. Bader seconded. J. Bader and B. Ruhl voted aye, G. Marzluf abstained. The motion passed.

**Executive Session:** G. Marzluf moved to go into executive session at 1:26 PM for the purpose of discussing land acquisition and compensation of employees, B. Ruhl seconded. Roll call was taken, and all members were present. All members voted aye. The motion passed.


The Board returned to regular session at 2:25 PM and took the following action:

1. G. Marzluf moved to renew the District’s Principal and Superior insurance plans as presented, B. Ruhl seconded, all members voted aye. The motion passed.
2. G. Marzluf moved to renew the District’s Anthem insurance plan as presented, B. Ruhl seconded, all members voted aye. The motion passed.
3. G. Marzluf moved to approve a one-time payout of compensatory and holiday time and one-time opportunity to cash out one week of vacation time, B. Ruhl seconded, all members voted aye. The motion passed.

**Next Board Meeting Date:** Wednesday, November 13, 1:00 PM at Deer Haven Park

**Adjournment:** G. Marzluf moved to adjourn the meeting at 2:26 PM, B. Ruhl seconded, all members voted aye. The motion passed.

Respectfully submitted,

  
\_\_\_\_\_  
Mary Van Haaften, Executive Director

  
\_\_\_\_\_  
John Bader, Chair, Park Commissioner