

The Board of Park Commissioners of Boardman Township Park District held its regular monthly meeting on Monday, December 23, 2024, commencing at 8AM, in the Georgeanna Parker Activity Center, Boardman Township Park District, 375 Boardman-Poland Road, Boardman, Ohio

COMMISSIONERS:	Liam Jones, Chairman via phone conference Trent H. Cailor, Commissioner via phone conference Steve Yacovone, Commissioner
SUPERINTENDENT:	Gabe Manginelli
CLERK:	Angela Davis

Mr. Jones presided:

Mr. Manginelli called the Roll: Mr. Jones – here, Mr. Cailor – here, Mr. Yacovone-here

Upon review of the agenda, it was moved by Mr. Cailor to approve the Agenda, Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

It was moved by Mr. Cailor to approve the Minutes of the November 20, 2024, meeting. Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

The Board reviewed the following Financial Reports for the period ending November 30, 2024:

- a. The General Fund Checking – Reconciliation Report, and review and approval of the list of bills paid and checks issued (11160-11184) including all Electronic Funds Transfers,
 - Transfers and Balance:
 - General to Savings Account - \$14,809.57
 - Savings Account to General - \$80,926.86
 - General Fund Check Register Balance as of Nov 30, 2024-\$20,727.77
- b. The Payroll Account – the Reconciliation Report, and the review and approval of the payroll checks issued (4680-4683) including all Electronic Funds Transfers,
- c. The BP Savings Account – reconciliation report,
 - Transfers/Interest/Balance:
 - Savings Account to the General Fund in the amount of \$80,926.86
 - General Fund to the Savings account in the amount of \$14,809.57
 - Interest for November- \$2,189.25
 - Savings Account Balance as of November 30, 2024 – \$544,834.62
- d. Jenkins-SP Stables-Boardman Park – reconciliation report & expenses – \$87.63
- e. Nicholas H. Chengelis – reconciliation reports & expenses - \$62.68
- f. St. James expenses - \$385.11
- g. ARPA Restroom Fund-reconciliation report
- h. The Cash & Investment Accounts Reconciliation for November 2024

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- i. The Financial Statement,
- j. The Revenue & Expense Report for the month of November 2024
- k. The YTD Revenue & Expense Report for the period ending November 30, 2024 vs. Previous Period
- l. YTD Payroll Report vs. Previous Period

Upon review of the aforementioned reports, it was moved by Mr. Cailor to approve the Financial Reports for the period ending November 30, 2024. Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, and Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

The Board reviewed the 2nd Amended Appropriations Resolution for the fiscal year ending 2024, copy attached hereto.

It was moved by Mr. Cailor to adopt the Second Amended Appropriations Resolution for 2024. Mr. Yacovone seconded the motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

The Second Amended Appropriations Resolution along with the Fourth Amended Certificate of Estimated Resources for 2024 will be submitted to the Mahoning County Auditor.

It was moved by Mr. Cailor to approve the reimbursement of \$15,542.19 to the General Fund from the Nicholas H. Chengelis Trust Account – 2024 expense report (copy attached hereto) – Mr. Yacovone seconded the motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

It was moved by Mr. Cailor to Adopt the following Temporary Appropriations Resolution for the period January 1, 2025 through March 31, 2025:

- Employee Compensation - \$160,000
- Employee Benefits - \$80,000
- Capital Improvements - \$30,000
- Repair & Maintenance Projects - \$60,000
- Refunds – \$10,000
- Refund Deposits - \$25,000
- Supplies - \$25,000
- Utilities - \$30,000
- Programming - \$20,000
- Other - \$5,000

for a total appropriation of \$440,000, with said appropriations to pay for the current expenses and other costs of operating, maintaining and improving the Boardman Township Park District for the period January 1, 2025, through March 31, 2025, or until such time that the Board of Park Commissioners adopts the Permanent Appropriations Resolution for the fiscal year ending

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December 31, 2025. Mr. Yacovone seconded the motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

The First Amended Certificate of Estimated Resources for 2025 is due January 20, 2025

The Permanent Appropriations Resolution for 2025 must be sent to the Mahoning County Auditor by April 1, 2025

Reports were given on the following:

- Paws Town: Memberships: Total – 159; \$7250-YTD comparison – Dec 23 – 211-\$9,882.10
- Sponsorships: \$16,879.20 YTD comparison \$12,845 2023
- Smith Homestead Property-
- Restroom Project- electric is on, punch list has been given to Integra.
- Jenkins Stables- Heating unit has been repaired. The Board reviewed the purchase of security cameras for the Jenkins House.
It was moved by Mr. Cailor to approve the purchase of security cameras for the Jenkins House at a cost of \$1,200 and Armstrong Internet at \$65 month. Mr. Yacovone seconded the motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed
- Maag Theatre-roof is now tarped
- Ohio Edison Land Acquisition- Attorney Ted Thornton would like OE to submit plans of what they will do with the .03658 acres they would like to purchase from the Park and to discuss insurance provisions with them.
- 224 project-the state will not add a retaining wall at the Diehm House and they said there is no concern to the foundation of the Diehm House.

Programs: Upcoming in January:

- Senior events: Senior Fun Day, Tech Thursdays
- The Board reviewed a 5% increase on facility rate rentals.
It was moved by Mr. Cailor to increase the facility rates by 5% Mr. Yacovone seconded the motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed

Maintenance Grounds & Facilities:

7. Grounds- Put up Christmas drive through displays and troubleshoot. Repair any issues for Christmas drive through. Set up (sleigh, patio tree, fire pit area) and tear down Community Christmas. Continue leaf clean up. Snow removal, salt as needed. Clean up Glennwood open space brush, inspect for trash/debris at Sigle and Meadow Lane. OE is removing the balance of the pine trees on railroad berm and dog park (they were topped before and it was agreed they would be removed since they encroach on power lines)
8. Wood shop- memorial plaques, repair Beard Cabin tables, touch paint on benches, move Maag

- ceiling lumber to lower pole barn. Begin picnic table refinishing
9. Equipment- 100 starter rebuild, F-250 ABS issue, order replacement lift arm for snowplow, plug more tires.
 10. Buildings- Stables: furnace inspection and cleaning, replace flexible duct work and reinforce attic fencing. Touch up paint in buildings. St. James: paint basement waterproofed walls. LFCC: pressure wash building facia, camera system repair (failed hard drive and corrupted updates), need to check into hallway/kitchen heating issue(inspect all units). Main Pole: water line leak in floor, heater repair. Parker: Activity room refrigerator failed Office fridge put in its place.
 11. Projects to complete- fuel tank inspection, demo glass greenhouse and shed, Stables garage door opener replacement, restore power to Rotary and West pole barn, repair chimney wash on Cabin and Ex-Servicemen-inspect the rest. Main restroom hot water tank replacement. Dump truck running issue.

It was moved by Mr. Cailor to adjourn to Executive Session in order to discuss personnel issues: employee raises and title change for Gabe Manginelli: Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye and Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

It was moved by Mr. Cailor to adjourn from Executive Session and to approve any action as a result of Executive Session. Mr. Yacavone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye and Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

Upon adjournment from Executive Session the Board took the following action:

It was moved by Mr. Cailor to approve a 2% raise for all employees, with a higher percentage for outstanding employees. Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Yacovone-Aye, and Mr. Cailor-Aye. The Motion was approved, three votes in favor, none opposed.

It was moved by Mr. Cailor to approve the title of Executive Director for Gabe Manginelli. Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Yacovone-Aye, and Mr. Cailor-Aye. The Motion was approved, three votes in favor, none opposed

It was decided that the Board will meet on Wednesday, January 22, 2025 at 8 AM.

There being no further business, it was moved by Mr. Cailor to adjourn the Meeting Mr. Yacovone seconded the Motion; and with the roll being called on the question of its approval, the vote resulted as follows: Mr. Jones-Aye, Mr. Cailor-Aye, Mr. Yacovone-Aye. The Motion was approved, three votes in favor, none opposed.

Board of Park Commissioners
Boardman Township Park
Minutes
December 23, 2024

Gabe Manginelli, Superintendent

Liam Jones-Chairman

Angela Davis, Clerk