

2026-003

MINUTES OF THE LAKE METROPARKS REGULAR MEETING  
(The following is a summary of Board Meeting Minutes. Transcripts available upon request.)

PLACE: CONCORD WOODS

DATE: January 14, 2026

I. Roll Call and Pledge

Meeting was called to order at 5:00 p.m. with Board members Gretchen Skok DiSanto, President, Frank Polivka and John Redmond, Vice Presidents. Staff included: Paul Palagy, Executive Director; Vince Urbanski, Deputy Director; Mark Ziccarelli, Legal Counsel; Tom Adair; Chris Brassell; Tom Koritansky; Lindsay Pschirer; Seth Begeman; Lee Homyock; Jean Sullivan; Karen Reis; Jim Sivak; Liz Mather; Seth Oldham; Nick Gustin; Sharon Metzung and Tammy Chiappone.

Mrs. Skok DiSanto led those in attendance in the Pledge of Allegiance.

II. Approval of the Agenda

Motion by Mr. Redmond to approve the Board Meeting Agenda. Seconded by Mr. Polivka. Motion passed unanimously.

III. Election of Officers

A. President

Motion by Mr. Polivka to appoint Mr. Redmond as Board President for 2026. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

B. Vice Presidents

Motion by Mr. Redmond to appoint Mrs. Skok DiSanto and Mr. Polivka as Vice Presidents for 2026. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

IV. Minutes

A. Regular Meeting December 17, 2025

Motion by Mrs. Skok DiSanto to approve the Minutes of the Regular Meeting, December 17, 2025. Seconded by Mr. Polivka. Motion passed unanimously.

V. Meeting Open to the Public

Bryson Durst – The News-Herald

VI. Old Business

VII. Finance Report

A. December 2025

Mr. Brassell read the Finance Report for December 2025.

Motion by Mr. Polivka to approve the Finance Report for December 2025. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

VIII. New Business

A. Other

1. Resolution 2026-001, Transfer of Funds

Mr. Brassell explained Resolution 2026-001, Transfer of Funds. Mr. Brassell said this resolution authorizes our standard transfer from the General Fund to the Improvement Fund. Mr. Brassell said the transfer amount is \$9.5 million.

Motion by Mr. Polivka to approve Resolution 2026-001, Transfer of Funds. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

2. Resolution 2026-002, Ohio Realty Easement Agreement

Mr. Palagi explained Resolution 2026-002, Ohio Realty Easement Agreement. Mr. Palagi said we are finally near completion of negotiations with the property owner at the end of Bacon Road to facilitate access to Lake Erie Bluffs from Bacon Road. Mr. Palagi said we would surrender an existing easement into our property in exchange for a new easement that would provide better access.

Motion by Mrs. Skok DiSanto to approve Resolution 2026-002, Ohio Realty Easement Agreement. Seconded by Mr. Polivka Motion passed unanimously.

3. Resolution 2026-003, Easement Agreements with Property Owners related to Phase III of the Lakefront Trail

2026-005

Mr. Palagy explained 2026-003, Easement Agreements with Property Owners related to Phase III of the Lakefront Trail. Mr. Palagy said that the owners of the former Diamond Shamrock site have agreed to provide us with a permanent easement that will allow us to create an entrance driveway, two parking lots and a lakefront trail. Mr. Palagy said we are still reviewing the final agreement, but all of the major issues have been addressed. Mr. Palagy said the owners have agreed to remove a section from an earlier draft which would have required us to pay property taxes on the area.

Motion by Mr. Polivka to approve Resolution 2026-003, Easement Agreements with Property Owners related to Phase III of the Lakefront Trail. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

4. Resolution 2026-004, Spirit of America Agreement Renewal

Mr. Palagy explained Resolution 2026-004, Spirit of America Agreement Renewal. Mr. Palagy said this is a no-cost contract that will run through 2029 and there are no substantial differences in this contract from the previous contract as it relates to how we operate our program.

Motion by Mrs. Skok DiSanto to approve Resolution 2026-004, Spirit of America Agreement Renewal. Seconded by Mr. Polivka. Motion passed unanimously.

5. Bid #2025-054, Pine Ridge Country Club Restroom Renovation-Phase 2

Mr. Palagy explained Bid #2025-054, Pine Ridge Country Club Restroom Renovation-Phase 2. Mr. Palagy said we are moving into the next phase of improvements at Pine Ridge Country Club to update the restrooms now that the bottom floor is complete. Mr. Palagy said we are requesting approval of a bid from James Martin Contractor for \$229,368.65 including contingency.

Motion by Mr. Polivka to approve Bid #2025-054, Pine Ridge Country Club Restroom Renovation-Phase 2 in the amount of \$229,368.65 to James Martin Contractor. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.



**Bid Opening: 1/7/2025  
10:00 A.M.**

**Pine Ridge Country Club Restroom Renovation  
2025-054**

	C & B Construction Co. #1 Ltd.	James Martin Contractor Services LLC	Lawler Construction LLC
	Cleveland, Ohio	Perry, Ohio	Cleveland, Ohio
Bid Bond/Check	X	X	X
Clarification Acknowledged	X	X	X
Item 1 - Lump Sum	\$372,292.00	\$199,451.00	\$222,444.00

	Lux Builders LLC	Marks Building Company	Millstone Management Group, Inc.
	Eastlake, Ohio	Painesville Twp, Ohio	Chesterland, Ohio
Bid Bond/Check	X	X	X
Clarification Acknowledged	X	X	X
Item 1 - Lump Sum	\$262,776.00	\$293,208.00	\$294,900.00

6. Lakefront Lodge Restroom Purchase

Mr. Palagy explained the Lakefront Lodge Restroom Purchase. Mr. Palagy said that as part of the improvements at Lakefront Lodge, we are planning to build a new outside flush restroom. Mr. Palagy said we are planning to purchase the restroom package from Romtec for \$131,376.

Motion by Mrs. Skok DiSanto to approve the Lakefront Lodge Restroom purchase in the amount of \$131,376 from Romtec. Seconded by Mr. Polivka. Motion passed unanimously.

7. Equipment Purchase-Mentor MFG

Mr. Palagy explained the equipment purchase from Mentor MFG. Mr. Palagy said consistent with the approved 2026 budget, we are planning to purchase three vehicles plus various attachments from Mentor MFG at a total purchase price of \$113,483.

Motion by Mr. Polivka to approve the equipment purchase from Mentor MFG in the amount of \$113,483. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

8. Equipment Purchase-Century Equipment

Mr. Palagy explained the equipment purchase from Century Equipment. Mr. Palagy said consistent with the approved 2026 budget, we are planning to purchase two golf course replacement Toro mowers at a total cost of \$105,685. Mr. Palagy said that both Erie Shores and Pine Ridge will use one of the mowers to replace existing mowers.

Motion by Mrs. Skok DiSanto to approve the equipment purchase from Century Equipment in the amount of \$105,685. Seconded by Mr. Polivka. Motion passed unanimously.

9. Equipment Purchase – Bortnick Tractor Sales

Mr. Palagy explained the equipment purchase from Bortnick Tractor Sales. Mr. Palagy said consistent with the approved 2026 budget, we are planning to purchase a replacement tractor and a replacement RTV for a total cost of \$92,791.

2026-008

Motion by Mr. Polivka to approve the equipment purchase from Bortnick Tractor Sales in the amount of \$92,791. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

IX. Executive Director's Report

Mr. Palagy said that Homesteading Weekend is this weekend at Lake Metroparks Farmpark.

Mr. Palagy said that both Penitentiary Glen and the Environmental Learning Center will be presenting programs on Martin Luther King Day.

X. Executive Session

Motion by Mr. Polivka to adjourn to Executive Session at 5:16 p.m. for the purpose of Executive Director evaluation. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

Motion by Mrs. Skok DiSanto to adjourn the Executive Session at 5:40 p.m. Seconded by Mr. Polivka. Motion passed unanimously.

XI. Adjournment

Motion by Mr. Polivka to adjourn the regular meeting at 5:40 p.m. Seconded by Mrs. Skok DiSanto. Motion passed unanimously.

Respectfully Submitted,



Paul Palagy  
Executive Director



John C. Keamond  
President