



## Pickaway County Park Board Minutes

September 26th 2018

Meeting was called to order at noon by Chairman Marshall Fields at the Pickaway County District Public Library, Circleville, Ohio.

A. ROLL CALL                      Board Members P=present    A=absent    #=volunteer hours

Marshall Fields P 2                      Jennifer Tomlinson P 2                      Robert (Pete) Hartinger P 2  
Tracie Sorvillo A                      Mike Hess P 2

Secretary:                      Andi Humphries A  
Park Board Director : Tom Davis P  
Executive Assistant:    Arista Hartzler P  
Webmaster:                      Michael Moore A  
Canal Park Liaison: John Drummond P 5  
One Book, One Community Liaison: Lainey Ebright P 2  
Logan Elm Liaison: Rod Smith P  
Guests: Larry Logan from Circleville City Park and Recreation Board and Ken Tennant

B. Minutes of previous month Andi Humphries: Motion to approve by Hess, second by Tomlinson, motion carried.

C. Financial status of Park District: Tom Davis gave last months completed report for MTD Fund, YTD Fund and MTD/YTD Expense report as well as this September's MTD/YTD Expense report. Next month he will provide the previous months reports only so that numbers match. He highlighted the contract services line which includes mowing, vehicle repairs, and software. Next month's Encumbered numbers will match previous reports.

D. Guests.

1. Larry Logan (Liaison to MVCH and on Circleville City Park Board)- Reported that he plans to attend more meetings and has the desire to start a Friends of Ted Lewis Park group to raise a quarter million for park repairs and upgrades. He invited the board and staff to attend future City Park Board meetings, the next being October 3<sup>rd</sup> at 5:00 pm in the City Chambers.
2. John Drummond (Canal Park Liaison)- reported that there are several dead trees that need to come down on the Towpath Trail. Two large ones are sycamores a crossed from bill Richard's property.
3. Rod Smith (Logan Elm Park Liaison)- Reported that there are downed trees at Logan Elm Memorial Park that need cleaned up. He reported that the porta john is still at the park from the last school group visit. Another school group visit is planned for October 12<sup>th</sup> for second graders and a porta john will be needed then.

E. Director's Report

- 1) Revised Lease for Richards Maintenance barn/ Trail Easement agreement: Motion was made by Hess an Seconded by Fields to revise the Maintenance Barn/ Trail Easement Agreement to include the new trails and the house next to the barn for an additional \$1,000 a month beginning in October of 2018.

- 2) Resolution- LWCF Grant for Barthelmas Park Expansion: The appraisal for the expansion was \$300,000. Logan shared that this expansion is the City's Priority over other projects. Davis requests that the board send a resolution letter of support for the grant. The District has agreed to pay \$150,000 plus the appraisal fees if the City receives the LWCF Grant and \$250,000 plus the appraisal fee, if the City does not get the grant.
- 3) Proposal for Canal Park Electric work: The District has met with Seyfang Electric and they have sent a \$4,100 proposal for burying the lines at Canal Park as well as increasing the amps for the electric box and upgrading the lights.
- 4) Swing State Update: District has executed the contract and have held conference calls with KSC about upgrades to the website and met with a grant writer.
- 5) Clean Ohio Grant for Metzger Preserve: The District has received the appraisal for the property south of Ballard Park in Williamsport that the District is hoping to purchase through a Clean Ohio Grant. This Grant is due October 5<sup>th</sup>
- 6) Canal Park Entrance Sign Proposal: A proposal of \$9,823.00 has been given by Rhoads Landscaping to build a sign out at Canal Park that mimics the Franklin Metro Park entrance signs. The entrance sign will have the Park name only and will not include Towpath Trail. Further signage will be provided in the future closer to the Towpath Trail instead. Future parks will feature similar signage to keep a consistent look for all District parks. Tomlinson moved to approve this purchase and Hartinger seconded. The motion passed with a stipulation that the sign material does not go over 2,000 extra dollars since the proposal from Rhoads does not include the cost of the Plastic to be purchased from Franklin Metro.
- 7) Canal Park Master Plan: The District Staff met with Pod Design to discuss a master plan for Canal Park including the property currently owned by Richards with the barn and the house.
- 8) Canal Day Update: Preparation for Canal Days are set. Will's Creek will be the bluegrass band coming to the event. Three food trucks will be attending, and they are Sue Terre's Food Affair, Pitabilities and Hogback BBQ Pit. Pumpkins for our pumpkin painting contest will be donated from Farmstead Market and Bambi's Market. The Boy Scouts have agreed to volunteer at the event and help with parking. Currently over 1,000 people have expressed interest in the event on Facebook.
- 9) Park and Trail Grant Application: The Districts Park and Trail Grant is scheduled to go out at the beginning of October. This year's grant program will have a mini grant that is \$5,000 and requires no match and a full grant which will be \$25,000 and will have a required 10% match. The grants are Due in January and will be awarded on February 15<sup>th</sup>.

#### F. Unfinished Business:

1. The District has received the first proposal back for the Pickaway Trail construction and are waiting for responses from Harrold and Stevenson.
2. The District has run into issues with landowners for the connector trail from the Roundtown trail to Mary Virginia Crites Hannan. There is still a possibility to get a trail on the water/sewer easement.
3. The County engineers have put gravel down at Canal Park and Calamus Swamp.
4. The Friends of the Pickaway Parks and Trails are working to put together a brochure and then will have another meeting.

#### G. New Business:

H. Schedule of meetings: Regular meeting: Noon, Tuesday, October 23rd at the Pickaway County Library.

I. Adjournment. Tomlinson Moved to Adjourn. Seconded by Hartinger. Meeting adjourned at 12:54 p.m.

Note: These routine meetings are to be One hour, and not to extend more than ½ hr. longer. Additional time will require special meetings.



# MTD Fund Report for Year 2018 Month 09 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	654,391.34	8,058.83	53,547.06	608,903.11	269,948.81	338,954.30
1	Funds	654,391.34	8,058.83	53,547.06	608,903.11	269,948.81	338,954.30



# YTD Fund Report for Year 2018 Month 09 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	53,999.38	708,217.21	153,313.48	608,903.11	269,948.81	338,954.30
1	Funds	53,999.38	708,217.21	153,313.48	608,903.11	269,948.81	338,954.30





# MTD/YTD Total Expense Report by Fund for Year 2018 Month 09 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	98,047.00	7,340.80	38,584.80	59,462.20	0.00	0.00	59,462.20
639.6052.5201	PERS-PARK DISTRICT	13,726.00	1,027.72	5,359.92	8,366.08	0.00	0.00	8,366.08
639.6052.5202	MEDICARE-PARK DISTRICT	1,421.00	106.66	531.61	889.39	0.00	0.00	889.39
639.6052.5203	INSURANCE - PARK DISTRICT	21,000.00	0.00	6,923.96	14,076.04	0.00	0.00	14,076.04
639.6052.5205	WORKERS COMP-PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	0.00	0.00	2,500.00
639.6052.5301	SUPPLIES-PARK DISTRICT	10,000.00	2,372.13	7,760.90	2,239.10	2,239.10	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	187,500.00	7,821.46	34,209.46	153,290.54	153,290.54	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	2,500.00	162.47	1,875.82	624.18	624.18	0.00	0.00
639.6052.5432	RAILS TO TRAILS-CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5501	EQUIPMENT-PARK DISTRICT	75,000.00	29,715.82	41,539.80	33,460.20	33,460.20	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00
639.6052.5801	ADVANCES OUT-PARK DISTRICT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5901	OTHER EXPENSES-PARK DISTRICT	45,750.00	0.00	677.54	45,072.46	45,072.46	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	1,112.00	0.00	203.00	909.00	909.00	0.00	0.00
639.6052.5959	MARTHA HITLER PARK IMPRV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	50,000.00	5,000.00	15,646.67	34,353.33	34,353.33	0.00	0.00
639.6090.5300	MATERIALS - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5301	SUPPLIES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5401	CONTRACTS-SERVICES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
639.6090.5901	OTHER EXPENSES - PARK DONOR DESIGNATED PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 639</b>	<b>P.C. PARK DISTRICT</b>	<b>558,556.00</b>	<b>53,547.06</b>	<b>153,313.48</b>	<b>405,242.52</b>	<b>269,948.81</b>	<b>0.00</b>	<b>135,293.71</b>
<b>20 Accts</b>		<b>558,556.00</b>	<b>53,547.06</b>	<b>153,313.48</b>	<b>405,242.52</b>	<b>269,948.81</b>	<b>0.00</b>	<b>135,293.71</b>

