



**January 26, 2021
Regular Meeting, 12:00 pm
Virtual - Zoom**

AGENDA

A. Roll Call

B. Board Elections, Committee Assignments

C. Review of Meeting Minutes

D. Financial Report

E. Director's Report – Tom

Resolutions for Clean Ohio Trails Grant app & Paddling Enhancement Grant app and Roundtown Fund
BARs – Paddling Enhancement Grant, BL Other, and fixes to Dupont and Insurance Lines
Parks & Trails Improvement Grant requests - Date to Discuss Grant
Cooks Creek - AOA project summary/update
Judge Long recognition
Public Meeting's for Darby Creek access at Scioto Darby Rd., and SR 762
NFS rail corridor acquisition update
Canal Park Expansion Update
Scioto River Bridge Update

F. Guests:

G. Unfinished Business:

H. New Business:

I. Next Regularly Scheduled meeting – 12 noon, Tuesday February 23rd, 2021

J. Adjournment



Pickaway County Park Board Minutes

Dec 15, 2020

Meeting was called to order at noon by vice chair Beth Kowalski via Zoom.

A. ROLL CALL Board members P=present A=absent
Robert (Pete) Hartinger A Beth Kowalski P
Tracie Sorvillo P Greg Bigam P Susan Metzger P

Secretary: Andi Humphries P
Park Board Director: Tom Davis P
Executive Assistant: Arista Hartzler P
Canal Park Liaison: John Drummond A
Logan Elm Liaison: Rod Smith A
Financial Liaison:
Public Relations:
Guests: Jamie Lands, Jean Webb and Jeremy Newman of the Scioto Post

B. Minutes of previous month; regular and special meetings, Andi Humphries: The motion to approve the minutes of both meetings was made by Bigam, second by Sorvillo; motion carried.

C. Financial status of Park District: Beginning balance \$545,215.23 Revenue includes reimbursement from the Farm Service Agency from the Metzger Preserve transfer. Expenses include \$20,000 payouts for the 2020 grants. Ending balance \$515,083.06. The financials also show the unencumbered funds which will be reallocated into an emergency or equipment fund next year. The motion to approve the financial report was made by Bigam, second by Sorvillo; motion carried.

D. Director's Report

- 1) BAR (Budget Action Requests): Six were presented. Three to set up the Paddling Enhancement Grant funds, two for Metzger Preserve funds realignment and one to transfer funds within the salary line items for yearend payouts. The motion to approve the six Budget Action Requests was made by Sorvillo, second by Metzger; motion carried.
- 2) Proposal for Richards 2.1 acre purchase: The proposal for 2.1 acres along with the perpetual right of way for one half mile and two miles of trail easement was laid out for board to review. Pros and cons were discussed at length. The difference between easements and perpetual right of way was explained. Besides the actual land, members considered the increase in visitors to the park from 2019 to 2020 and the impact on the 15 parking spots. Metzger moved that Richards be offered \$190,000 with the perpetual ½ mile right of way and 15 year easement for the two-mile trail east of the river, Sorvillo seconded; motion carried. It was also noted that the River Trail easement should be reviewed.
- 3) Year in Review: Written publication on meeting attachments includes 2020's increase usage, paving trail, improving Metzger Preserve, YouTube channel, programing, grant funds for kayak access and new office space. Number of attendance at parks has ticked up significantly. The education section shows virtual attendance at 1,156 almost as good as last year.

- 4) AOA Clean Ohio app for Cooks Creek: application for an additional 100 acres adjacent to Cooks Creek did not get submitted by AOA. District still going with 25 acres with agreement to get access to river. No expenditures until AOA close Late Summer 2021. District will have formal agreement by that time.
- 5) Board Elections: move to January, 2021.
- 6) Photo Contest: In packet. A plan with ArtsaRound to collect photographs from district parks for judging. Panel of judges should include some from board.
- 7) Volunteer Year End Zoom Meeting: Will be held in January, 2021. See packet for additional information.

E. Guests; no input.

F. Unfinished Business: see Director's Report.



G. New Business, board member reports: Judge Long is retiring so Davis will recognize him and notify board of any retirement event.

H. Schedule of meetings: Regular meeting: noon Tuesday Jan. 26, 2021 at Pickaway County Park District Office, 458 Lancaster Pike, Circleville, Ohio.

I. Adjournment. 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.

Date Minutes Were Approved 1-26-2021

| | | |
|------------------------|---|-----------|
| PCPD Board Chairperson |  | 1-26-2021 |
| | | Date |
| PCPD Director |  | 1-26-2021 |
| | | Date |



Pickaway County Park Board Special Meeting Minutes

Dec. 22, 2020

Special meeting was called to order at 12:04 p.m. by Vice Chair Beth Kowalski by Zoom, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent
Robert (Pete) Hartinger A Beth Kowalski P
Tracie Sorvillo A Greg Bigam P Susan Metzger P

Secretary: Andi Humphries P
Park Board Director: Tom Davis P
Executive Assistant: Arista Hartzler P
Canal Park Liaison: John Drummond A
Logan Elm Liaison: Rod Smith A
Financial Liaison:
Public Relations:
Guests: Kelly Capuzzi

B. Minutes none presented for special meeting.
C. Financial status no treasurer's report presented for special meeting.
D. Director's Report

- 1) BAR (Budget Action Requests) Hartzler said when the other BARS were presented to the Auditor, it came to her attention that another was needed to decrease the appropriations for the Metzger Preserve line item. The motion to approve the BAR "Appropriate Expense Line Item" was made by Bigam, second by Metzger; motion carried.
- 2) Davis spoke with Bill Richards concerning the sale of land. No decision was reached as of this meeting.

E. Guests: no comments.
F. Unfinished Business: see Director's Report.

G. New Business, board member reports: Davis reported that the Ohio Capital Budget passed last week included \$500,000 for the Scioto River Bridge and Trail. Since it is a two to three million dollar project, there may be some reprioritizing to use these funds to get more funds. More information will be available at the regular meeting in January.

H. Schedule of meetings: Regular meeting: still set for Jan. 26, 2021.

I. Adjournment. Meeting adjourned at 12:10 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.

Date Minutes Were Approved 1-26-2021

PCPD Board Chairperson [Signature] 1-26-2021
Date
PCPD Director [Signature] 1-26-2021
Date

MTD Fund Report for Year 2020 Month 12 - PICKAWAY COUNTY

| Fund | Description | Beg Bal | MTD Rec | MTD Exp | Unexp | Enc | Unenc |
|----------------|------------------------------|-------------------|-------------|------------------|-------------------|-------------|-------------------|
| 639 | P.C. PARK DISTRICT | 515,083.06 | 0.00 | 33,885.82 | 481,197.24 | 0.00 | 481,197.24 |
| 670 | METZGER PRESERVE | 153.58 | 0.00 | 0.00 | 153.58 | 0.00 | 153.58 |
| 918 | ROUANTOWN TRAIL PROJECT | 4,467.72 | 0.00 | 0.00 | 4,467.72 | 0.00 | 4,467.72 |
| 922 | PARK DISTRICT LEASE PAYMENTS | 215.62 | 0.00 | 0.00 | 215.62 | 0.00 | 215.62 |
| 4 Funds | | 519,919.98 | 0.00 | 33,885.82 | 486,034.16 | 0.00 | 486,034.16 |

YTD Fund Report for Year 2020 Month 12 - PICKAWAY COUNTY

| Fund | Description | Beg Yr Bal | YTD Rec | YTD Exp | Unexp | Enc | Unenc |
|----------------|------------------------------|-------------------|-------------------|---------------------|-------------------|-------------|-------------------|
| 639 | P.C. PARK DISTRICT | 653,517.22 | 817,935.85 | 990,255.83 | 481,197.24 | 0.00 | 481,197.24 |
| 670 | METZGER PRESERVE | 3,141.00 | 23,162.58 | 26,150.00 | 153.58 | 0.00 | 153.58 |
| 918 | ROUNDTOWN TRAIL PROJECT | 5,967.72 | 0.00 | 1,500.00 | 4,467.72 | 0.00 | 4,467.72 |
| 922 | PARK DISTRICT LEASE PAYMENTS | 215.62 | 0.00 | 0.00 | 215.62 | 0.00 | 215.62 |
| 4 Funds | | 662,841.56 | 841,098.43 | 1,017,905.83 | 486,034.16 | 0.00 | 486,034.16 |

MTD/YTD Total Expense Report by Fund for Year 2020 Month 12 - PICKAWAY COUNTY

| Account | Description | Rev App | MTD Exp | YTD Exp | Unexp | Enc | Excess | Unenc |
|------------------|---|---------------------|------------------|-------------------|------------------|-------------|-------------|------------------|
| 639.6052.5102 | EMPLOYEES SALARY-PARK DISTRICT | 149,862.00 | 19,624.30 | 141,289.89 | 8,572.11 | 0.00 | 0.00 | 8,572.11 |
| 639.6052.5201 | PERS-PARK DISTRICT | 19,028.00 | 2,285.39 | 18,912.49 | 115.51 | 0.00 | 0.00 | 115.51 |
| 639.6052.5202 | MEDICARE-PARK DISTRICT | 2,065.00 | 283.41 | 1,954.78 | 110.22 | 0.00 | 0.00 | 110.22 |
| 639.6052.5203 | INSURANCE - PARK DISTRICT | 37,928.00 | 3,079.32 | 29,772.74 | 8,155.26 | 0.00 | 0.00 | 8,155.26 |
| 639.6052.5205 | WORKERS COMP-PARK DISTRICT | 1,000.00 | 0.00 | 97.39 | 902.61 | 0.00 | 0.00 | 902.61 |
| 639.6052.5301 | SUPPLIES-PARK DISTRICT | 7,500.00 | 0.00 | 7,472.75 | 27.25 | 0.00 | 0.00 | 27.25 |
| 639.6052.5401 | CONTRACT SVCS-PARK DISTRICT | 696,100.00 | 6,613.40 | 671,106.83 | 24,993.17 | 0.00 | 0.00 | 24,993.17 |
| 639.6052.5403 | TRAVEL/EXPENSES-PARK DISTRICT | 2,500.00 | 0.00 | 1,228.80 | 1,271.20 | 0.00 | 0.00 | 1,271.20 |
| 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 | 32,286.84 | 0.00 | 32,286.84 | 0.00 | 0.00 | 0.00 | 0.00 |
| 639.6052.5504 | LAND - PARK DISTRICT | 3,000.00 | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | 3,000.00 |
| 639.6052.5701 | TRANSFERS OUT - PARK DISTRICT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 6,963.16 | 0.00 | 524.32 | 6,438.84 | 0.00 | 0.00 | 6,438.84 |
| 639.6052.5958 | INSURANCE (BONDS)-PARK DISTRICT | 3,000.00 | 0.00 | 609.00 | 2,391.00 | 0.00 | 0.00 | 2,391.00 |
| 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 | 80,000.00 | 0.00 | 75,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| 639.6069.5401 | CONTRACTS-SERVICES - DUPONT GRANT | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 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 |
| Fund: 639 | P.C. PARK DISTRICT | 1,051,233.00 | 33,885.82 | 990,255.83 | 60,977.17 | 0.00 | 0.00 | 60,977.17 |
| 670.6091.5504 | LAND - PARK ON BEHALF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 670.6092.5401 | CONTRACTS-SERVICES - METZGER PRESERVE | 26,162.58 | 0.00 | 26,150.00 | 12.58 | 0.00 | 0.00 | 12.58 |
| 670.6092.5504 | LAND - METZGER PRESERVE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 670.6092.5901 | OTHER EXPENSES - METZGER PRESERVE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund: 670 | METZGER PRESERVE | 26,162.58 | 0.00 | 26,150.00 | 12.58 | 0.00 | 0.00 | 12.58 |
| 918.3012.5401 | CONTRACT-SVS - ON-BEHALF ROUNDTOWN TRAIL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

MTD/YTD Total Expense Report by Fund for Year 2020 Month 12 - PICKAWAY COUNTY

| Account | Description | Rev App | MTD Exp | YTD Exp | Unexp | Enc | Excess | Unenc |
|------------------|---|---------------------|------------------|---------------------|------------------|-------------|-------------|------------------|
| 918.6206.5401 | CONTRACTS-SERVICES - ROUANTOWN TRAIL | 5,967.71 | 0.00 | 1,500.00 | 4,467.71 | 0.00 | 0.00 | 4,467.71 |
| 918.6206.5501 | EQUIPMENT - ROUND TOWN TRAIL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 918.6206.5701 | TRANSFERS OUT - ROUND TOWN TRAIL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 918.6206.5801 | ADVANCES OUT - ROUND TOWN TRAIL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 918.6206.5901 | OTHER EXPENSES - ROUND TOWN TRAIL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund: 918 | ROUANTOWN TRAIL PROJECT | 5,967.71 | 0.00 | 1,500.00 | 4,467.71 | 0.00 | 0.00 | 4,467.71 |
| 922.6909.5401 | CONTRACTS-SERVICES - PARK DISTRICT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 922.6909.5501 | EQUIPMENT - PARK DISTRICT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 922.6909.5901 | OTHER EXPENSES - PARK DISTRICT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund: 922 | PARK DISTRICT LEASE PAYMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 35 Accts | | 1,083,363.29 | 33,885.82 | 1,017,905.83 | 65,457.46 | 0.00 | 0.00 | 65,457.46 |