



**October 27, 2020
Regular Meeting, 12:00 pm
OCU**

AGENDA

A. Roll Call

B. Review of Meeting Minutes

C. Financial Report

D. Director's Report – Tom

Budget Approval
Resolution to apply for 2020 LWCF Grant
Office update
PTIG Update
Cooks Creek Update

E. Guests:

F. Unfinished Business:

G. New Business:

H. Next Regularly Scheduled meeting – 12 noon, Tuesday Oct. 27th, 2020

I. Adjournment



Pickaway County Park Board Minutes

September 22nd, 2020

Meeting was called to order at noon by Vice Chair Beth Kowalski at the shelter house at Canal Park, Circleville, Ohio.

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 A

Park Board Director: Tom Davis P

Executive Assistant: Arista Hartzler P

Park Maintenance: Jamie Lands A

Park Technician: Jean Webb A

Canal Park Liaison: John Drummond A

Logan Elm Liaison: Rod Smith A

Guests: Donna Walters, Cindy Whited, Jim Wonder, Jim Edman, Erica Tucker

B. Minutes of previous month Andi Humphries: Davis noted that in D(4) of last minutes access to any Ohio EPA funding should be changed to certain EPA funding. Beth noted that the 1,264,130.60 in C. should have a comma not a period. The motion to approve the corrected minutes was made by Bigam, second by Metzger; motion carried.

C. Financial status of Park District: Beginning balance \$1,264,130.00. Major expenses included payments to Fillmore for the first payment for the paving the Pickaway Trail, fence supplies for Metzger Preserve, Rent, EE Camp and Fuel. Revenue for the month is \$7,741.33 which includes rollbacks and a Covid-19 assistance funds from OHC. Ending balance is \$988,873.39. The motion to approve the Financial Report was made by Sorvillo, second by Bigam; motion carried.

D. Director's Report

1) BAR's: Hartzler requested Approval for \$20,000.00 to be moved from Insurance Line to Employee Salary and \$1,000 from Land to PERS so that there are enough funds to cover these expenses through the end of the year. Hartzler also requested that \$4,786 from Other to Equipment so that the District can purchase a new Mower. A motion to approve all three BAR's was made by Metzger and seconded by Bigam; Motion Carried.

2) Roundtown Trail Sealing Approval: Resealing is recommended every 5 to 7 years and the Roundtown Trail is due since it was first paved in 2017. Davis asked that the Board approves the District spending up to \$10,000 for the resealing of the trail. A motion was made by Bigam to allow up to \$10,000 to be spent for resealing and Kowalski seconded; Motion Carried

3) Dam Inspection Contract Approval: Davis requested approval for the District to spend up to \$6,000 for an inspection of the Ohio-Erie Canal State Dam at Canal Park because of structural issues that need to be addressed and repaired. A motion was made by Sorvillo to spend up to \$6,000 for this inspection and the motion was seconded by Metzger; Motion Carried

4) Equipment Purchase Approval: Davis requested that the board give the District approval to spend \$13,737.00 on a new mower. A motion was made by Sorvillo to allow the District to spend the \$13,737.00 for the new mower and it was seconded by Bigam; Motion Carried

5) Canal Park Playground Construction Document Approval: Davis requested approval to spend \$10,000 on construction documents for the new playground at Canal Park. Sorvillo requested that this be tabled until the assessment of the Canal Park State Dam is complete.

6) New Office Equipment Approval: Davis Requested approval to spend up to \$15,000 on glass wall divider and other equipment for the new office space. A motion was made by Sorvillo to allow the District to spend up to \$15,000 on new walls and equipment for the office space and the motion was seconded by Bigam; Motion Carried

7) Paddling Enhancement Grant Award: Davis shared that the District received word that though we originally did not receive a Paddling Enhancement Grant from the state this year that the grant committee had extra funds and will in fact be awarding the District a grant this year. The District does not yet know what the amount will be.

8) Draft Budget Review: Davis reviewed 2021's draft budget and requested that the board review the budget for the next meeting. Davis estimates a tax revenue of \$741,000 for 2021. This is a 5% reduction from last year because of the effects of Covid-19. Davis estimates that the District will carryover at least \$75,000

9) Office/Maintenance Facility Move Update: The District will be paying \$1,700 a month for both the maintenance and office space at the new building. This payment will begin in 2021. The lease at the current space will be up at the end of November. The District will begin moving into the new space October 6th.

12) Park Board/District Information: Hartinger brought in two binders worth of Park District history to the Park District office for anyone who is interested.

13) Dupont Grant: The Friends of Pickaway Parks and Trails applied for a \$10,000 Clear into the Future Grant from Dupont this year and was awarded the grant. This grant will allow the District to add educational signage to Mary Virginia Crites Hannan Park and to expand the prairie.

E. Guests: Waters suggested the creation of a volunteer speakers group.

F. Unfinished Business: None

G. New Business, board member reports: none.

H. Schedule of meetings: Regular meeting: noon Tuesday, October 27th, 2020 at location to be announced.

I. Adjournment. Meeting adjourned at 1:00 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 10/27/2020

PCPD Board Chairperson Robert "Pete" Hartinger 10/27/2020
Date

PCPD Director [Signature] 10/27/2020
Date

MTD/YTD Total Expense Report by Fund for Year 2020 Month 09 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	149,862.00	10,948.95	100,522.44	49,339.56	0.00	0.00	49,339.56
639.6052.5201	PERS-PARK DISTRICT	19,028.00	1,532.85	13,667.07	5,360.93	0.00	0.00	5,360.93
639.6052.5202	MEDICARE-PARK DISTRICT	1,865.00	149.06	1,384.20	480.80	0.00	0.00	480.80
639.6052.5203	INSURANCE - PARK DISTRICT	38,128.00	2,947.94	20,797.54	17,330.46	0.00	0.00	17,330.46
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	72.22	7,273.10	226.90	226.90	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	696,100.00	334,492.78	643,728.60	52,371.40	52,371.40	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	2,500.00	0.00	1,228.80	1,271.20	1,271.20	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	32,286.84	0.00	18,489.62	13,797.22	13,797.22	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	3,000.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00
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	6,438.84	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	3,000.00	0.00	406.00	2,594.00	2,594.00	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	80,000.00	45,000.00	50,000.00	30,000.00	30,000.00	0.00	0.00
639.6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	0.00	9,577.50	422.50	422.50	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	395,143.80	867,696.58	183,536.42	110,122.06	0.00	73,414.36
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	53,000.00	11,033.00	26,150.00	26,850.00	26,850.00	0.00	0.00
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	53,000.00	11,033.00	26,150.00	26,850.00	26,850.00	0.00	0.00
918.3012.5401	CONTRACT-SVS - ON-BEHALF ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00

YTD Fund Report for Year 2020 Month 09 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	653,517.22	808,374.61	867,696.58	594,195.25	110,122.06	484,073.19
670	METZGER PRESERVE	3,141.00	23,162.58	26,150.00	153.58	26,850.00	(26,696.42)
918	ROUNDTOWN TRAIL PROJECT	5,967.72	0.00	1,500.00	4,467.72	4,467.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		662,841.56	831,537.19	895,346.58	599,032.17	141,439.77	457,592.40

MTD Fund Report for Year 2020 Month 09 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	988,873.39	465.66	395,143.80	594,195.25	110,122.06	484,073.19
670	METZGER PRESERVE	0.00	11,186.58	11,033.00	153.58	26,850.00	(26,696.42)
918	ROUNDTOWN TRAIL PROJECT	5,967.72	0.00	1,500.00	4,467.72	4,467.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		995,056.73	11,652.24	407,676.80	599,032.17	141,439.77	457,592.40

