



**February 23rd, 2021  
Regular Meeting, 12:00 pm  
Virtual - Zoom**

**AGENDA**

A. Roll Call

B. Review of Meeting Minutes

C. Financial Report

Financial Statement for 2020

D. Director's Report – Tom

ODOT Park District Road Improvement Allocation – Resolution # 4  
Park and Trail Grant Recommendations  
Paddling Enhancement Grant – Scioto Darby Construction Quote  
Internship  
Maternity Leave Update  
Education Programs  
Volunteer Updates  
Scioto River Bridge Project – Public Meeting

E. Guests:

F. Unfinished Business:

G. New Business:

H. Next Regularly Scheduled meeting – 12 noon, Tuesday March 23rd, 2020

I. Adjournment



## Pickaway County Park Board Minutes

Jan. 26, 2021

Meeting was called to order at noon by Vice Chair Beth Kowalski by zoom meeting.

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 P

Financial Liaison:

Public Relations:

Guests: Jeremy Newman, Jamie Lands

B. Board Elections, Committee Assignments: Davis asked for election of officers for the current year. The motion to approve Kowalski as chair and Bigam as vice chair was made by Metzger, second by Sorvillo. Motion carried. The first order of business for the new chair was finalizing the balance of the executive committee and establishing members for committees. Kowalski said continuity was important and asked the members to consider staying on the same committees. All present agreed. Hartinger will be asked about his committee commitment. Assignments were:

Grant-Bigam and Hartinger

Volunteer-Sorvillo and Kowalski

Pickaway Trail-Metzger

Leadership-Kowalski and Sorvillo

The motion to approve Humphries as secretary was made by Bigam, second by Kowalski; motion carried.

The motion to approve Sorvillo as treasurer was made by Metzger, second by Bigam; motion carried.

C. Minutes of previous month Humphries: The motion to approve the minutes from both the December 15 and 22 meetings was made by Bigam, second by Metzger; motion carried.

D. Financial status of Park District: Beginning balance \$515,083.06. Contract services payments included Coldwater Consulting and Structure Point. Ending balance: 481,197.24. This will be the carryover to 2021. The motion to approve the financial report was made by Metzger, second by Sorvillo; motion carried.

E. Director's Report – Davis

1) Resolutions for Clean Ohio Trails Grant app & Paddling Enhancement Grant app and Roundtown Fund:

**2021-1 Recreational Trails Program (RTP) and/or Clean Ohio Trails Fund (COTF)** Grant asking for \$500,000, due by March 15. Resolution authorizes Davis to execute the project. Funds will help toward the Scioto Bridge Project with partial for purchasing the Railroad through Circleville if available for sale. Capital funds can be used for the 25% match. The motion to

authorize Davis to execute the RTP and or COTF grant by Bigam, second by Metzger; motion carried.

**2021-2 Paddling Enhancement Program** Authorization allows Davis to apply and execute grant for another access to the Big Darby Creek. This one at the Metro Parks property in Harrisburg. Will ask for \$50,000 to \$75,000 and requires no match. The motion to authorize Davis to execute this funding by Metzger, second by Bigam; motion carried.

**2021-3 Closing Roundtown Trail Fund** This trail will now be maintained by the general operations funds, so authorization will allow rolling the remaining \$\$4,467.72 into general funds, and closing this trail line item. Motion to authorize closing and disbursing the fund by Bigam, second by Metzger; motion carried.

2) Budget Action Requests (BARs) –

Paddling Enhancement Grant: Motion to set up three funds for the Paddling Enhancement Grant by Bigam, second by Sorvillo; motion carried.

Blanket funds: motion to set up two blanket purchase orders by Sorvillo, second by Bigam; motion carried.

Budget Corrections: Motion to correct budget line items by Bigam, second by Metzger; motion carried.

3) Parks & Trails Improvement Grant requests: Printout shows seven applicants for a total of \$98,668. These will be reviewed by the grant committee. This amount is below the \$100,000 budgeted.

4) Cooks Creek – Appalachian Ohio Alliance (AOA) project summary/update: Handouts show the timeline for AOA's purchase, the agreement with the park district, and a map. Park district will buy 25 acres from the 310 acres from AOA. District will have access and allow public to have access to the 3.99 in trails. Partial payment will be due later this year, with balance paid in 2022.

5) Judge Long recognition: Final day Feb. 8 and it was noted that he created the park district in 2002. District purchased a hummingbird feeder from Jack Pine Studios. Davis, Kowalski and Metzger will present the feeder. Newman may attend to write an article.

6) Public Meetings for Darby Creek access at Scioto Darby Road and SR 762 set for 7 p.m. Jan. 26 and at 7 p.m. Feb. 2 for the new access.

7) NFS rail corridor acquisition update: letter signed by mayor, commissioner and director of P3 asking for the purchase of the whole rail corridor through Circleville.

8) Canal Park Expansion: No update from Richards.

9) Scioto River Bridge Update: Will be a 2-3 year project. Currently paperwork is in order, cost estimates for design and architectural plans have been requested.

F. Guests: Newman asked to go to court reception for the judge. He may write an article.

G. Unfinished Business: see Director's Report.

H. New Business, board member reports:

I. Schedule of meetings: Regular meeting: noon Tuesday, Feb. 23, 2021 by zoom or at Pickaway County Park District Office, 458 Lancaster Pike, Circleville, Ohio.

J. Adjournment. Meeting adjourned at 12:56 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 2/23/2021

PCPD Board Chairperson L Kow

2-23-2021

Date

PCPD Director



2/23/21

Date

# MTD Fund Report for Year 2021 Month 01 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P. C. PARK DISTRICT	481,197.24	3,253.05	71,688.30	412,761.99	724,561.82	(311,799.83)
670	METZGER PRESERVE	153.58	0.00	0.00	153.58	26,000.00	(25,846.42)
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
<b>4 Funds</b>		<b>486,034.16</b>	<b>3,253.05</b>	<b>71,688.30</b>	<b>417,588.91</b>	<b>750,561.82</b>	<b>(332,962.91)</b>

# YTD Fund Report for Year 2021 Month 01 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P. C. PARK DISTRICT	481,197.24	3,253.05	71,688.30	412,761.99	724,561.82	(311,799.83)
670	METZGER PRESERVE	153.58	0.00	0.00	153.58	26,000.00	(25,846.42)
918	ROUWNTOWN 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
<b>4 Funds</b>		<b>486,034.16</b>	<b>3,253.05</b>	<b>71,688.30</b>	<b>417,598.91</b>	<b>750,561.82</b>	<b>(332,962.91)</b>

# MTD/YTD Total Expense Report by Fund for Year 2021 Month 01 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	140,379.00	10,878.74	10,878.74	129,500.26	0.00	0.00	129,500.26
639.6052.5201	PERS-PARK DISTRICT	20,355.00	1,523.02	1,523.02	18,831.98	0.00	0.00	18,831.98
639.6052.5202	MEDICARE-PARK DISTRICT	2,106.00	148.04	148.04	1,957.96	0.00	0.00	1,957.96
639.6052.5203	INSURANCE - PARK DISTRICT	51,988.00	3,479.32	3,479.32	48,508.68	0.00	0.00	48,508.68
639.6052.5205	WORKERS COMP-PARK DISTRICT	1,250.00	0.00	0.00	1,250.00	0.00	0.00	1,250.00
639.6052.5301	SUPPLIES-PARK DISTRICT	4,000.00	0.00	0.00	4,000.00	4,000.00	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	338,500.00	4,438.18	4,438.18	334,061.82	334,061.82	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	5,000.00	0.00	0.00	5,000.00	5,000.00	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	15,000.00	0.00	0.00	15,000.00	15,000.00	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	245,000.00	0.00	0.00	245,000.00	245,000.00	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	51,221.00	51,221.00	(51,221.00)	0.00	0.00	(51,221.00)
639.6052.5901	OTHER EXPENSES-PARK DISTRICT	10,000.00	0.00	0.00	10,000.00	10,000.00	0.00	0.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	1,500.00	0.00	0.00	1,500.00	1,500.00	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	100,000.00	0.00	0.00	100,000.00	100,000.00	0.00	0.00
639.6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	0.00	0.00	10,000.00	10,000.00	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
<b>Fund: 639</b>	<b>P.C. PARK DISTRICT</b>	<b>945,078.00</b>	<b>71,688.30</b>	<b>71,688.30</b>	<b>873,389.70</b>	<b>724,561.82</b>	<b>0.00</b>	<b>148,827.88</b>
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	13,000.00	0.00	0.00	13,000.00	13,000.00	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	13,000.00	0.00	0.00	13,000.00	13,000.00	0.00	0.00
<b>Fund: 670</b>	<b>METZGER PRESERVE</b>	<b>26,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,000.00</b>	<b>26,000.00</b>	<b>0.00</b>	<b>0.00</b>
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 2021 Month 01 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918.6206.5401	CONTRACTS-SERVICES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5501	EQUIPMENT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5701	TRANSFERS OUT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5801	ADVANCES OUT - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6206.5901	OTHER EXPENSES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 918</b>	<b>ROUNDTOWN TRAIL PROJECT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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
<b>Fund: 922</b>	<b>PARK DISTRICT LEASE PAYMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>35 Accts</b>		<b>971,078.00</b>	<b>71,688.30</b>	<b>71,688.30</b>	<b>899,389.70</b>	<b>750,561.82</b>	<b>0.00</b>	<b>148,827.88</b>