



**February 22, 2022
Regular Meeting, 12:00 pm
Pickaway County Fairgrounds – Ankrom Building**

AGENDA

- A. Roll Call
- B. Review/Approve Previous Meeting Minutes
- C. Financial Report
- D. Director's Report – Tom
 - PTIG Recommendations
 - Resolution # 4 – replacing Resolution # 2
 - Cooks Creek – Agreement with AOA
- E. Unfinished Business:
 - Committee Designations
- F. New Business:
- G. Guests Comments:
- H. Next Regularly Scheduled meeting – 12 noon, Tuesday, March 22, 2022
- I. Adjournment



Pickaway County Park Board Minutes

Jan. 26, 2022

Meeting was called to order at noon by Chair Beth Kowalski at the Pickaway County Fairgrounds, Ohio. After election of new officers Greg Bigam assumed the chair's duties.

A. ROLL CALL Board members P=present A=absent

Beth Kowalski P Greg Bigam P

Tracie Sorvillo P Susan Metzger P Cindy Whited P

Secretary: Andi Humphries P

Park Board Director: Tom Davis P

Executive Assistant: Arista Hartzler P

Guests: Gary Whited, Pete Hartinger, Judge Shelly Harsha

B. Installation of new board member, elect officers, assign committees.

Judge Harsha swore in Cindy Whited as the new board member.

Nominations as follows: Bigam as chair, Kowalski as vice chair, Humphries as secretary and Sorvillo as treasurer. Metzger made a motion to accept the slate of officers, Whited seconded; motion carried.

At this time, the grant committee needs updated to replace Hartinger. Whited will serve with Bigam on this committee. All other committee assignments will be made at the February meeting.

C. Minutes of previous month Hartzler: The motion to approve the corrected Dec. 13 minutes as well as the Dec. 27 minutes was made by Sorvillo, seconded by Whited; motion carried.

D. Financial status of Park District: Balance from end of October was \$990,324 which is on November minutes as ending balance. Financial statements presented are for December with beginning balance of \$875,185.41 in the 639 account so will have to be rectified with November financials. Expenses for December include work on Canal Park Construction, removing trees and truck repair. Ending balance in the 639 account is ~~\$112,219.59~~. Carryover to 2022 in all accounts is \$850,860.14. The motion to approve the financial report was made by Sorvillo, second by Kowalski; motion carried.

845,369.82

E. Director's Report

- 1) BAR (Budget Action Requests) The district is contracting with the county engineer to manage the septic system at Cooks Creek. It was requested that it go directly to salary line items so they were created. Unappropriated funds were used. Should the Cooks Creek transaction not proceed, this contract could be cancelled. Sorvillo made a motion to approve the salary, PERS and Medicare line items; Whited seconded; motion carried.
- 2) **Resolution 2202-1 for Then and Now:** This authorizes the park district to use the new Then and Now certification form approved by the commissioners that allows the form to be signed by a department official. This resolution would allow the director or deputy director to certify all future then and now certifications, instead of it being a board action. Kowalski moved that this resolution be approved, Whited seconded, motion carried.
- 3) **Resolution 2202-2 for Digital Signatures:** This authorizes the use of digital signatures for any correspondence and documents. Kowalski moved that this resolution be approved, Metzger seconded, motion carried

- 4) The board reviewed guidelines for Park Board Emeritus Designation (attached). The function would be to provide input as an honorary board member. Kowalski moved to accept the guidelines as provided, Metzger seconded, motion carried. A motion to honor 15-year retired board member Robert (Pete) Hartinger as Pickaway County Park Board Emeritus was made by Metzger, second by Sorvillo; motion carried. Davis presented Hartinger with a plaque. Hartinger said through the years, he has appreciated the backing of the commissioners, the vote of the people and the opening of the Roundtown Trail right before the levy. He also appreciates the current board leadership. His motto is "Enjoy Life". Davis said a plaque has been purchased for a bench at Canal Park.
- 5) **Resolution 2202-3 Apply and administer 2022 Transportation Alternative Program (TAP) Grant:** This is to purchase .7 miles--from Huston Street to 1,000 feet from the Scioto River. Grant is for \$800,000 with state paying 95%. Motion to approve resolution number 3 by Sorvillo, second by Kowalski; motion carried.
- 6) Pickaway County Community Fund (PCCF), Friends of Pickaway Parks and Trails (FOPPT) advisory committee and McIlroy Donation: The Park Board is the advisory committee to the FOPPT. There is \$1,300 in donations in memory of Chris McIlroy. The family agrees on donating to the expansion of the disc golf course at OCU. The fundraising is asking \$1,000 per hole which includes a plaque. The overage could go toward a bench at the school also. Metzger made a motion to expend \$1,300 at OCU's Disc Golf fundraiser, Sorvillo seconded; motion carried.
- 7) Year in Review: Handouts itemizing the statistics, events, projects and acquisitions for 2021 was given to the board. It was noted that there were 30,000 visitors at Canal Park which was up 6 percent from 2020. There were 693 volunteer service hours. The first Photo Contest was successful and will continue.
- 8) Cooks Creek Acquisition Status: February 7 is the closing date for the AOA after the examination from the Ohio EPA.
- 9) Canal Bridge Project Status: Are in the process of getting environmental permits and approval. Hartinger asked about the covered bridge concept. Davis said an estimate for covered bridges is in the plans.
- 10) Canal Playground status: Work has continued even in this cold weather.

E. Guests: Judge Harsha commented that the Technical Advisory Committee will be a tremendous asset as a project driven situation. Davis said there will be a meeting planned in February.

F. Unfinished Business: see Director's Report.

G. New Business, board member reports:

H. Schedule of meetings: Regular meeting: noon Tuesday, Feb. 22, 2022 at the fairground's Ankrom Building.

I. Adjournment. Meeting adjourned at 1:11 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 2/22/22

PCPD Board Chairperson Megyn Bigan 2-22-22
Date

PCPD Director [Signature] 2-22-22
Date

MTD Fund Report for Year 2022 Month 01 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	845,369.82	2,686.16	16,440.78	831,615.20	916,008.63	(84,393.43)
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	0.00	0.00	0.00	500,000.00	(500,000.00)
670	METZGER PRESERVE	3,938.70	0.00	0.00	3,938.70	0.00	3,938.70
671	ODNR-PADDLING ENHANCE GRANT	1,336.00	0.00	0.00	1,336.00	0.00	1,336.00
918	CLEAN OHIO TRAILS FUND	0.00	0.00	0.00	0.00	403,402.00	(403,402.00)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		850,860.14	2,686.16	16,440.78	837,105.52	1,819,410.63	(982,305.11)

YTD Fund Report for Year 2022 Month 01 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	845,369.82	2,686.16	16,440.78	831,615.20	916,008.63	(84,393.43)
659	ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	0.00	0.00	0.00	500,000.00	(500,000.00)
670	METZGER PRESERVE	3,938.70	0.00	0.00	3,938.70	0.00	3,938.70
671	ODNR-PADDLING ENHANCE GRANT	1,336.00	0.00	0.00	1,336.00	0.00	1,336.00
918	CLEAN OHIO TRAILS FUND	0.00	0.00	0.00	0.00	403,402.00	(403,402.00)
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
6 Funds		850,860.14	2,686.16	16,440.78	837,105.52	1,819,410.63	(982,305.11)

MTD/YTD Total Expense Report by Fund for Year 2022 Month 01 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	149,048.00	11,123.43	11,123.43	137,924.57	0.00	0.00	137,924.57
639.6052.5201	PERS-PARK DISTRICT	21,632.00	1,557.27	1,557.27	20,074.73	0.00	0.00	20,074.73
639.6052.5202	MEDICARE-PARK DISTRICT	2,276.00	151.23	151.23	2,124.77	0.00	0.00	2,124.77
639.6052.5203	INSURANCE - PARK DISTRICT	55,760.00	0.00	0.00	55,760.00	0.00	0.00	55,760.00
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	3,000.00	0.00	0.00	3,000.00	3,000.00	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	372,117.48	3,484.85	3,484.85	368,632.63	368,632.63	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	4,000.00	124.00	124.00	3,876.00	3,876.00	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	425,000.00	0.00	0.00	425,000.00	425,000.00	0.00	0.00
639.6052.5701	TRANSFERS OUT - PARK DISTRICT	43,500.00	0.00	0.00	43,500.00	0.00	0.00	43,500.00
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	7,500.00	0.00	0.00	7,500.00	0.00	0.00	7,500.00
639.6052.5958	INSURANCE (BONDS)-PARK DISTRICT	500.00	0.00	0.00	500.00	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	90,000.00	0.00	0.00	90,000.00	90,000.00	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
Fund: 639	P.C. PARK DISTRICT	1,200,583.48	16,440.78	16,440.78	1,184,142.70	916,008.63	0.00	268,134.07
659.6095.5401	CONTRACTS-SERVICES - ODNR-SCIOTO RIVER BRDG & TRAIL	500,000.00	0.00	0.00	500,000.00	500,000.00	0.00	0.00
659.6095.5901	OTHER EXPENSES - ODNR-SCIOTO RIVER BRDG & TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 659	ODNR-SCIOTO RIVER BRDG & TRAIL	500,000.00	0.00	0.00	500,000.00	500,000.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
670.6092.5504	LAND - METZGER PRESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00

MTD/YTD Total Expense Report by Fund for Year 2022 Month 01 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
670.6092.5801	ADVANCES OUT - 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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5301	SUPPLIES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5401	CONTRACTS-SERVICES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5801	ADVANCES OUT - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
671.6094.5901	OTHER EXPENSES - ODNR - PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 671	ODNR-PADDLING ENHANCE GRANT	0.00	0.00	0.00	0.00	0.00	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
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
918.6207.5401	CONTRACTS-SERVICES - OHIO-ERIE CANAL BRIDGE	403,402.00	0.00	0.00	403,402.00	403,402.00	0.00	0.00
918.6207.5800	ADVANCES OUT - OHIO-ERIE CANAL BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
918.6207.5901	OTHER EXPENSES - OHIO-ERIE CANAL BRIDGE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 918	CLEAN OHIO TRAILS FUND	403,402.00	0.00	0.00	403,402.00	403,402.00	0.00	0.00
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
45 Accts		2,103,985.48	16,440.78	16,440.78	2,087,544.70	1,819,410.63	0.00	268,134.07

RESOLUTION NO. 2022 - 4



TO AUTHORIZE THE PICKAWAY COUNTY PARK DISTRICT TO USE OF THE NEW THEN AND NOW CERTIFICATION FORM APPROVED BY THE PICKAWAY COUNTY COMMISSONERS AND ALLOWS THE FORM TO BE SIGNED BY A DEPARTMENT OFFICIAL.

Whereas, Director and Deputy Director, is hereby authorized to certify all future Then and Now Certification with the use of this new form.

Whereas, the District will use the Pickaway County Commissioner approved Recap Form along with the approved Then and Now Certificate and the Park Board of Commissioners will sign and approve the total on this Recap Form with a majority signature.

Whereas, this resolution replaces Resolution Number 2.

NOW THEREFORE, the Pickaway County Park District Board of Park Commissioners authorizes the Director and Deputy Director to certify all future Then and Now Certification with the use of this new form.

Cindy Whited moved, Beth Kowalski seconded, to approve the above Resolution

Voting Aye Thereon:

[Signature]
LoriBeth Kowalski, Park Commissioner

[Signature]
Tracie Sorvillo, Park Commissioner

[Signature]
Cindy Whited, Park Commissioner

[Signature]
Susan Metzger, Park Commissioner

[Signature]
Gregory Bigam, Park Commissioner

Voting Nay Thereon:

LoriBeth Kowalski, Park Commissioner

Tracie Sorvillo, Park Commissioner

Cindy Whited, Park Commissioner

Susan Metzger, Park Commissioner

Gregory Bigam, Park Commissioner

Certified by : [Signature]

Date: 2/22/22