



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

**AGENDA**

- A. Roll Call
- B. Review of Meeting Minutes
- C. Financial Report
- D. Guests:
  - Public Comments by Frank Merrill
- E. Director's Report – Tom
  - Parking Lot Expansion at Canal Park
  - Structure Point – Canal Dam Monitoring
  - 319 Grant Update – Dam Removal
  - Volunteer Event – March 31<sup>st</sup> at Metzger
- F. Unfinished Business:
- G. New Business:
- H. Next Regularly Scheduled meeting – 12 noon, Tuesday April 27th, 2021
- I. Adjournment



## Pickaway County Park Board Minutes

Feb. 23, 2021

Meeting was called to order at noon by Vice Chair Greg Bigam by zoom

ROLL CALL

Board members P=present A=absent

Beth Kowalski P

Greg Bigam P

Tracie Sorvillo A Susan Metzger P

Robert (Pete) Hartinger P

Secretary: Andi Humphries P

Park Board Director: Tom Davis P

Executive Assistant: Arista Hartzler P

Operations Manager Jamie Lands P

Logan Elm Liaison: Rod Smith A

Financial Liaison:

Public Relations:

Guests: Cindy Whited, Jeremy Newman

B. Minutes of previous month Humphries: The motion to approve the minutes was made by Metzger, second by Hartinger; motion carried.

C. Financial status of Park District: Beginning balance 481,197.24 ending balance \$412,761.99. Contract services included purchase of a trailer. Advances out are the results of budget adjustments and will go to the Paddling Enhancements area. The motion to approve the financial report was made by Metzger, second by Hartinger; motion carried.

D. Financial Statement: Required yearly. Page 3 details the property taxes, intergovernmental and other revenue received. Tax receipts were higher than 2019 (\$784,258 compared to \$752,493) despite the pandemic. Disbursements higher than 2019 mainly due to the Pickaway Trail paving project which included carry-over funds from previous year.

E. Directors Report

1) ODOT Park District Road Improvement Allocation: Resolution 2021# 4: Allows use of ODOT funds for parking at Pickaway Trail across from current lot or Metzger Park improvements. Balance is \$56,000. Must pass resolution with plans on how to use money or state could allocate it to another entity. Motion to pass resolution 2021#4 by Hartinger, second by Metzger; motion carried.

2) Park and Trail Grant Recommendations: Committee of Hartinger and Bigam reviewed all requests totaling 97,495, and voted to pay all requests since it was below the budgeted \$100,000. Two agencies need to finish final reports for 2019 before new contract is executed. New Holland has requested funds for the first time. Motion to approve Park and Trail Grants by Metzger, second by Kowalski; motion carried.

Bigam turned meeting over to Chair Kowalski

3) Paddling Enhancement Grant – Scioto Darby: Construction Quote received from Darby Creek Excavating \$36,500 and Wolfe \$35,700. The ODNR grant is for \$51,221 however

fence and plantings were removed so it would come under 50,000. Motion to approve a contract up to \$36,500 was made by Bigam, second by Hartinger; motion carried.

- 4) Hartzler received an Internship request from an OCU student. After checking with other park districts, the duties, qualifications and details were developed (attached). Madelyn Parker was the only application. The weeklong Education Camp as a benefit which usually would cost \$2-300. This year, it is free and virtual. Parker's main task will be developing new education programs. This internship helped establish a relationship with OCU. It was noted that Parker is Hartzler's sister.
- 5) Maternity Leave Update: Hartzler will start maternity leave in late June and return in August. Davis is checking with the county administrator to find someone to work on invoices and vouchers. If Davis has to process them, he may increase his hours from 36 to 40.
- 6) Education Programs: Draft program in packet: New features include partnering with Soil and Water and Solid Waste and a Junior Conservationist Program. Must complete so many activities to be awarded with ball cap or button. Open to all ages geared to late elementary. No charge to register. Plans to launch by May 1 and close it down in October. Must send in photos etc. before then. Also bringing back Fabulous 50 walks on the first Wednesday of every month. The library will be doing in person programming. Experience Earth Camps set for August at Canal Park.
- 7) Volunteer Updates: Due to weather, February date for invasive plant removal training is changed to March 3. April 14 removing stumps, rocks, brush for mowing; May 5 Roundtown Trail Fabulous 50 will start with Jean Webb hosting. She is looking for other leaders. June 16 is for cleaning and other dates on the attachment are for education.
- 8) Scioto River Bridge update: Public meeting March 2, 7 p.m. virtual with registration on website. Last meeting had very little participation.

F. Guests: Newman said the Bird Company is launching electric scooters in Circleville. The primary issue for the district would be restrictions or allowances of use on trails as they are motorized. Some metro parks have had problems with scooters being left at the parks.

G. Unfinished Business: see Director's Report.

H. New Business, board member reports: none

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

J. Adjournment. Meeting adjourned at 1:02 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 3/23/2021

PCPD Board Chairperson Loribeth Kowalski 2/23/2021  
Date

PCPD Director [Signature] 3/23/2021  
Date



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PCPD Board Chairperson \_\_\_\_\_

PCPD Director  \_\_\_\_\_  
Date 3/23/2021 Date

## MTD Fund Report for Year 2021 Month 02 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	412,761.99	2,500.00	22,239.10	393,022.89	718,515.38	(325,492.49)
670	METZGER PRESERVE	153.58	0.00	0.00	153.58	26,000.00	(25,846.42)
918	ROUNTOWN 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>417,598.91</b>	<b>2,500.00</b>	<b>22,239.10</b>	<b>397,859.81</b>	<b>744,515.38</b>	<b>(346,655.57)</b>

## YTD Fund Report for Year 2021 Month 02 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P. C. PARK DISTRICT	481,197.24	5,753.05	93,927.40	393,022.89	718,515.38	(325,492.49)
670	METZGER PRESERVE	153.58	0.00	0.00	153.58	26,000.00	(25,846.42)
918	ROUNDTOWN 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>5,753.05</b>	<b>93,927.40</b>	<b>397,859.81</b>	<b>744,515.38</b>	<b>(346,655.57)</b>

# MTD/YTD Total Expense Report by Fund for Year 2021 Month 02 - PICKAWAY COUNTY

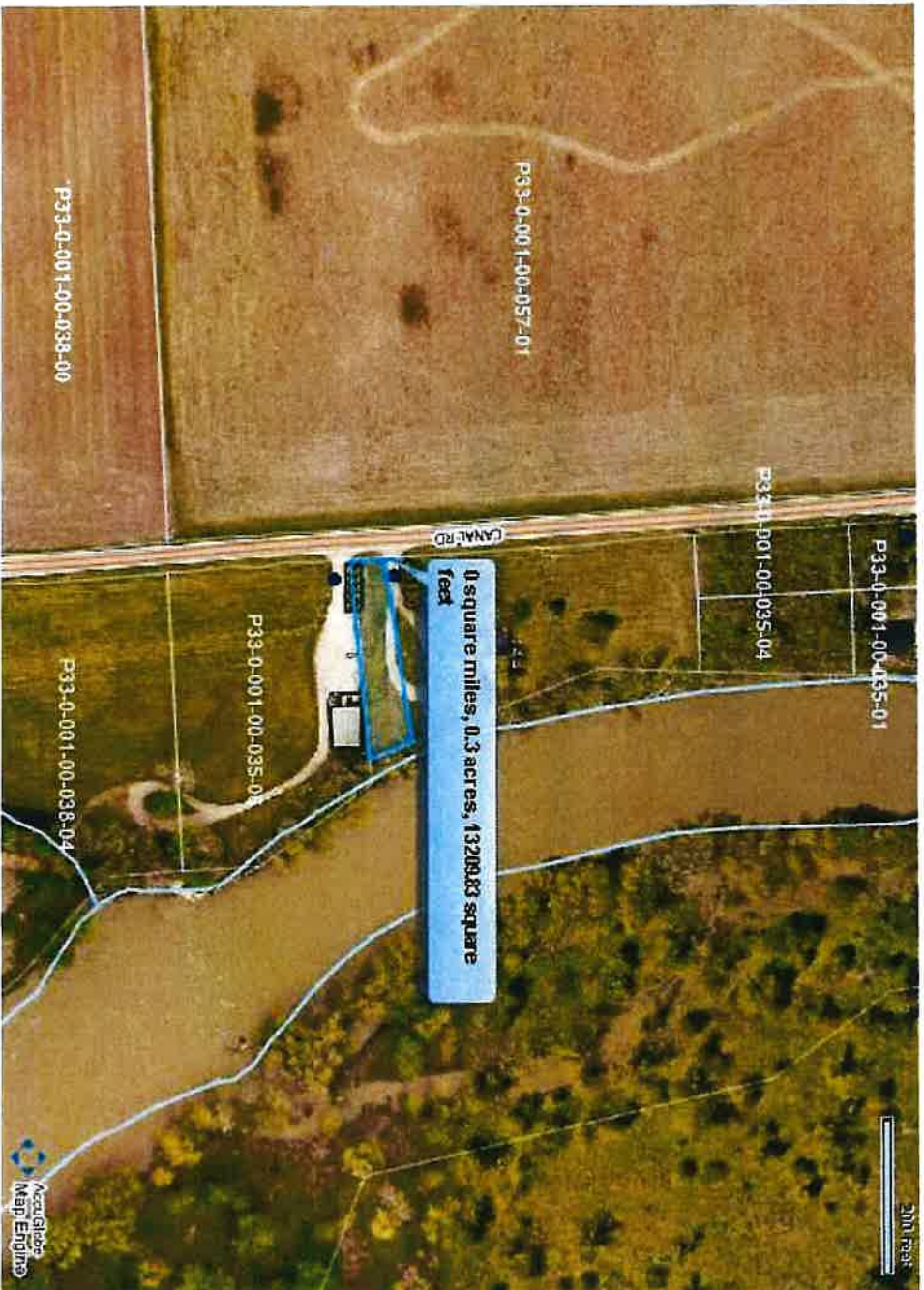
Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	140,379.00	11,020.39	21,899.13	118,479.87	0.00	0.00	118,479.87
639.6052.5201	PERS-PARK DISTRICT	20,355.00	1,542.86	3,065.88	17,289.12	0.00	0.00	17,289.12
639.6052.5202	MEDICARE-PARK DISTRICT	2,106.00	150.09	298.13	1,807.87	0.00	0.00	1,807.87
639.6052.5203	INSURANCE - PARK DISTRICT	51,988.00	3,479.32	6,958.64	45,029.36	0.00	0.00	45,029.36
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	0.00	0.00	0.00
639.6052.5401	<b>CONTRACT SRVS-PARK DISTRICT</b>	338,500.00	<b>5,843.44</b>	10,281.62	328,218.38	328,218.38	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	5,000.00	0.00	0.00	5,000.00	0.00	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	0.00	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	0.00	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	203.00	203.00	1,297.00	1,297.00	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>22,239.10</b>	<b>93,927.40</b>	<b>851,150.60</b>	<b>718,515.38</b>	<b>0.00</b>	<b>132,635.22</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 02 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918.6206.5401	CONTRACTS-SERVICES - ROU Newtown TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
<b>Fund: 918</b>	<b>ROU Newtown 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>22,239.10</b>	<b>93,927.40</b>	<b>877,150.60</b>	<b>744,515.38</b>	<b>0.00</b>	<b>132,635.22</b>

### Pickaway County GIS



#### Notes

Circle Service LLC, aka Bill Richards,  
proposed .3 acre acquisition