



**April 27th, 2021  
Regular Meeting, 12:00 pm  
Virtual - Zoom**

### **AGENDA**

A. Roll Call

B. Review of Meeting Minutes

C. Financial Report

D. Director's Report – Tom

Correction to January Board meeting minutes to include Wording “Amended Certificates and Advance”  
Resolution to allow Director and Deputy Director to submit Amended Certificates  
BARs to Transfer and Advance Funds to Metzger Fund  
BARs to Close and transfer Roundtown Trail Funds to General Fund  
Update on Darby Creek Access Sites  
Park Rules/Bird Scooter Discussion  
Canal Lands Encroachment  
*Clean Ohio Trail Grant - Bridge over Canal at Canal Road*

D. Guests:

F. Unfinished Business:

G. New Business:

H. Next Regularly Scheduled meeting – 12 noon, Tuesday May 25th, 2021

I. Adjournment





## Pickaway County Park Board Minutes

March 23, 2021

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

A. 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 late  
Park Board Director: Tom Davis P  
Executive Assistant: Arista Hartzler P  
Operations Manager: Jamie Lands P

Financial Liaison:

Public Relations:

Guests per Zoom invitation: Jane Shaw, Cindy Whited, Paul Hang, Katherine Suchy, David and Kris Jacob, Frank Merrill and Robert Webb.

B. Minutes of previous month recorded for minutes by Hartzler: Davis correction to section C: contract services where it says that trailer purchase was made, this is an error and was purchased in March not February. Metzger moved to accept the minutes with corrections, Greg second, all approved.”

C. Financial status of Park District: Davis gave report recorded for minutes by Hartzler: “Received was payment for LE Park, expended amount was for trailer and Trego property ~~purchase~~ on Pickaway Trail. Tom shared that we got out first levy disbursements from the auditors and it was 8,000 higher than 2020 first disbursements. Financial report motion made by Pete and seconded by Greg, all approved.”

Survey

D. Guests

Frank Merrill comments: wanted the minutes to state that he opposed the kayak access projects. He is a property owner north of Scioto-Darby site. Concerned that large crowds will be able to access the river and that they will trash the river.”

Mike Pelcic comments-The Pickaway County Board of Developmental Disabilities and a nonprofit arm is very interested in helping the district make Canal Park accessible to all.

Katherine Suchy, a member of the community, would like to stay up to date on the district programming. She wants her children to have access to natural areas so they learn to appreciate nature. Hartzler told her she will connect her with the newsletter.

David Jacob—a Big Darby Creek landowner. Concerned that access to the creek will cause more trash on the river.

E. Directors Report: Tom Davis

- 1) Parking Lot Expansion at Canal Park: Landowner William Richards offered .3 acre adjacent to the existing parking lot for sale. Davis provided a spread sheet with appraisals itemizing land and building values. Dividing total acres by thirds calculates out to \$22,000 for one third of an acre. The remaining land which had been discussed for purchase will remain a residential property belonging to Richard’s Circle Services LLC.

Metzger moved to approve the purchase .3 acre for \$22,000 and approve any additional survey costs, Hartinger seconded; motion carried.

- 2) Assessment of canal park dam Structure Point – Canal Dam Monitoring. Enclosed report shows the scope of services to monitor and inspect the Feeder Dam. Total fees to complete the two year task is \$20,753. Bigam moved proceed with Structure Point's engineering services at the Feeder Dam for the quoted \$20,753, Metzger seconded; motion carried.
- 3) 319 Grant Update – Dam Removal: Davis reported that the EPA is not considering this project for an EPA Grant.
- 4) Volunteer Event – March 31 at Metzger Park: Hartzler said Volunteers are needed to remove debris and rocks along the fence line beginning at 1 p.m.

F. Unfinished Business: see Director's Report.

G. New Business, board member reports: Hartinger proposed that the board make retired Judge Jan Long an honorary member. Metzger asked about plaques of original board members being displayed.

Greg mentioned that word is not getting out about board information. Hartzler reviewed social media and Facebook as well as website and newsletter. Davis suggested a formal letter for Darby Creek considerations or have the executive committee meet. Hartinger suggested visiting that location.

H. Schedule of meetings: Regular meeting: noon Tuesday April 27, 2021 at Pickaway County Park District Office, 458 Lancaster Pike, Circleville, Ohio.

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 4/27/21

PCPD Board Chairperson L Kow 4-28-21 Date

PCPD Director [Signature] 4-28-21 Date

# MTD Fund Report for Year 2021 Month 03 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	393,022.89	452,294.47	18,277.53	827,039.83	716,717.66	110,322.17
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>397,859.81</b>	<b>452,294.47</b>	<b>18,277.53</b>	<b>831,876.75</b>	<b>742,717.66</b>	<b>89,159.09</b>

## YTD Fund Report for Year 2021 Month 03 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	481,197.24	458,047.52	112,204.93	827,039.83	716,717.66	110,322.17
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>458,047.52</b>	<b>112,204.93</b>	<b>831,876.75</b>	<b>742,717.66</b>	<b>89,159.09</b>

# MTD/YTD Total Expense Report by Fund for Year 2021 Month 03 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	140,379.00	11,165.48	33,064.61	107,314.39	0.00	0.00	107,314.39
639.6052.5201	PERS-PARK DISTRICT	20,355.00	1,563.17	4,629.05	15,725.95	0.00	0.00	15,725.95
639.6052.5202	MEDICARE-PARK DISTRICT	2,106.00	152.20	450.33	1,655.67	0.00	0.00	1,655.67
639.6052.5203	INSURANCE - PARK DISTRICT	51,988.00	3,479.32	10,437.96	41,550.04	0.00	0.00	41,550.04
639.6052.5205	WORKERS COMP-PARK DISTRICT	1,250.00	119.64	119.64	1,130.36	0.00	0.00	1,130.36
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	<b>CONTRACT SVCS-PARK DISTRICT</b>	<b>339,500.00</b>	<b>1,797.72</b>	<b>12,079.34</b>	<b>326,420.66</b>	<b>326,420.66</b>	<b>0.00</b>	<b>0.00</b>
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	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	0.00	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>18,277.53</b>	<b>112,204.93</b>	<b>832,873.07</b>	<b>716,717.66</b>	<b>0.00</b>	<b>116,155.41</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 03 - 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>18,277.53</b>	<b>112,204.93</b>	<b>858,873.07</b>	<b>742,717.66</b>	<b>0.00</b>	<b>116,155.41</b>