



## Pickaway County Park Board Minutes

Dec. 18, 2018

Meeting was called to order at noon by Chairman Marshall Fields at the Pickaway County District Public Library, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent  
#=volunteer work hours performed

Marshall Fields P Jennifer Tomlinson P Robert (Pete) Hartinger P 2  
Tracie Sorvillo P Mike Hess P 2  
Secretary: Andi Humphries P 2  
Park Board Director : Tom Davis P  
Executive Assistant: Arista Hartzler P  
Webmaster: Michael Moore A  
Canal Park Liaison: John Drummond P 2  
One Book, One Community Liaison: Lainey Ebright A  
Logan Elm Liaison: Rod Smith A  
Financial Liaison:  
Public Relations:

Guests: Jim Edman

B. Minutes of previous month Andi Humphries: Approved as corrected; Hartinger will be reappointed and Metzler Preserve Grant awards totaled \$295,000. Motion by Hess, second by Hartinger; motion carried.

C. Financial status of Park District: Balance end of November, \$536,705.99. Expenses included salaries, Swing State and website expenses. The "Other" includes paying the Canal Days band and supplies for the maintenance facility. Park Improvements \$4,000 paid for the Jackson Township grant. Motion to approve financials by Hess, second by Sorvillo; motion carried.

D. Guests Jim Edman said \$40,000 in repairs to the playground at Mary Virginia Crites Hannan Park were paid with community foundation funds.

E. Director's Report

- 1) A handout detailing 2018 in review begins with the mission, lists of current parks and trails and those soon to come as well as Davis and Hartzler—full time hires in the year. All the activities were highlighted with images and information. Copy attached.
- 2) To allow Hartzler to sign vouchers, the bylaws have to be amended. This will be presented to the board next year.
- 3) Resolution to apply for 2019 COTF/RTP grant for Pickaway Trail Phase 2: It will run from SR 104 to Sisk Road. Grant is due Feb. 15, and awarded in 2020. Motion to approve Resolution 2018-2 by Hess, second by Hartinger; motion granted.
- 4) Approval of revised Canal Park Master Plan proposal from POD Design: The revised proposal is attached. Motion by Hartinger, second by Tomlinson; motion carried.
- 5) Richards River Trail agreement: Agreement (attached) signed by William Richards and Tom Davis will allow trails along the Scioto River contingent to Canal Park. Board must maintain trails, provide signage and land clearing. Drummond said the board should pursue the land south of the preserve which is owned by the state.

- 6) Park Board Member Update: Hess will be leaving the board with this being his final meeting. Hartinger will be reappointed tomorrow for another three year term. The judge and Davis are interviewing two possible candidates for the balance of Hess' term, through 2020. It was noted that officer appointments will be made at the first meeting in 2019.
- 7) Davis will be posting a job description for the seasonal maintenance position which runs from March to November.

F. Unfinished Business:

The Pickaway Trail Committee will be meeting 10 a.m. Jan. 8 at the board office. Fields and Tomlinson are board committee members.

G. New Business, Directors reports:

Drummond asked about the White Ash Trees. Davis would like to be proactive to keep them out of the canal. Firewood is okay for disposal.

Community Grant Review Committee: Grant proposals are due Jan. 4. Fields and Hartinger will meet 1 p.m. Jan. 8 to review.

H. Schedule of meetings: Regular meeting: Noon, Tuesday Jan. 22, 2019, at Pickaway County District Library, Circleville.

I. Adjournment. Meeting adjourned at 12:55 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.

YTD Fund Report for Year 2018 Month 11 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	561,421.39	0.00	24,715.40	536,705.99	216,783.46	319,922.53
1 Funds		561,421.39	0.00	24,715.40	536,705.99	216,783.46	319,922.53

YTD Fund Report for Year 2018 Month 11 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	53,999.38	708,575.86	225,869.25	536,705.99	216,783.46	319,922.53
1 Funds		53,999.38	708,575.86	225,869.25	536,705.99	216,783.46	319,922.53

MTD/YTD Total Expense Report by Fund for Year 2018 Month 11 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	98,047.00	7,340.80	53,266.40	44,780.60	0.00	0.00	44,780.60
639.6052.5201	PERS-PARK DISTRICT	13,726.00	1,027.72	7,415.36	6,310.64	0.00	0.00	6,310.64
639.6052.5202	MEDICARE-PARK DISTRICT	1,421.00	99.42	730.45	690.55	0.00	0.00	690.55
639.6052.5203	INSURANCE - PARK DISTRICT	21,000.00	1,818.18	12,378.50	8,621.50	0.00	0.00	8,621.50
639.6052.5205	WORKERS COMP-PARK DISTRICT	2,500.00	0.00	0.00	2,500.00	0.00	0.00	2,500.00
639.6052.5301	SUPPLIES-PARK DISTRICT	10,000.00	0.00	7,771.24	2,228.76	0.00	0.00	2,228.76
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	184,500.00	8,186.73	59,494.83	125,005.17	125,005.17	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	5,500.00	58.23	2,268.86	3,231.14	231.14	0.00	3,000.00
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	75,000.00	0.00	54,832.08	20,167.92	20,167.92	0.00	0.00
639.6052.5504	LAND - PARK DISTRICT	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00
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	45,750.00	2,184.32	2,861.86	42,888.14	42,888.14	0.00	0.00
639.6052.5956	INSURANCE (BONDS)-PARK DISTRICT	1,112.00	0.00	203.00	909.00	909.00	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
639.6052.5966	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	50,000.00	4,000.00	24,646.67	25,353.33	25,353.33	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	558,556.00	24,715.40	225,869.25	332,686.75	216,783.46	0.00	115,903.29
20 Accts		558,556.00	24,715.40	225,869.25	332,686.75	216,783.46	0.00	115,903.29

350,000.00 carry over  
10,111.64 carry over

