



**December 17, 2019
Regular Meeting, 12:00 pm
Pickaway County Service Center
1st Floor Conference Room
110 Island Rd, Circleville, Ohio**

AGENDA

- A. Roll Call
- B. Review of Meeting Minutes
- C. Financial report
- D. Director's Report – Tom
 - Recognition of Departing Board Members
 - Introduction of New Board Members - Binders
 - Year in Review
 - Capital Grant Meeting Update
 - Volunteer Handbook and volunteer update
 - Update on Friends Group
- E. Guests:
- F. Unfinished Business:
- G. New Business:
- H. Next Regularly Scheduled meeting – 12 noon, Tuesday January 28th, 20~~19~~²⁰ at the Service Center 1st Floor Conference Room
- I. Adjournment



Pickaway County Park Board Minutes

Nov. 26, 2019

Meeting was called to order at noon by Chair Jennifer Tomlinson at the Pickaway County Service Center, Circleville, Ohio.

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

Jennifer Tomlinson P Marshall Fields P Robert (Pete) Hartinger P
Tracie Sorvillo A Beth Kowalski 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 A

Financial Liaison:

Public Relations:

Guests: Jim Edman, Jeb Bowen, Erica Tucker and Donna Walters

B. Minutes of previous month Andi Humphries: Motion to accept by Fields, second by Hartinger; motion carried.

C. Financial status of Park District: Current balance of Park District Account is \$728,939.02 Major expenses included payouts to the park improvement program, contract services and \$21,325 for the purchases of a tractor and truck. Motion to accept financial report by Fields, second by Hartinger, motion carried. As a point of order, September's financial report was approved by motion made by Fields, second by Kowalski at the Oct. 22, 2019 meeting.

D. Director's Report

- 1) Park Improvement Grant News releases: Enclosed in the packet are copies of the Park District's news release in The Herald, and another article submitted by Darby Township.
- 2) Capital grant Meeting Update: A meeting, set up by Swing State Strategies, was held with Representative Gary Scherer concerning Ohio's Biennial Budget. The 2020-2021 budget will be enacted June of 2020. Rep. Scherer will consider this Scioto River Bridge and Trail Development for submission. If the request is made, and if accepted will take 2-4 years to complete.
- 3) Scioto River and Lick Run Abutment Updates. The assessment has shown that the abutments are in good condition however need tuck-pointing. The cost of three types of bridges were quoted for a total of \$100,000 to \$150,000 for a bridge over Lick Run. It is estimated the abutments are 120 years old. The report is not back for the Canal, however abutments are in good shape. The grant for the canal is not due until February and not awarded until November.
- 4) City and County Park agreement update: A meeting with Terry Frazier and Larry Logan resulted in an agreement to manage the prairie and woods at Mary Virginia Crites Hannan Park. The district will work with the volunteers who currently manage this part of the park. It was noted that a sign at Barthelmas Park will acknowledge the Park District's input on the expansion.
- 5) Park board vacancy update: Eight applicants are being interviewed for the two positions.

6) Canal Park Improvement Update: A fence is being installed and land is being conditioned for planting in the spring. Heat for the maintenance barn is also being sought.

E. Guests: no special reports by the guests.

F. Unfinished Business:

Hartinger asked about the status of paving on Pickaway Trail from Canal Road to 104. Bids will be requested and publically advertised. This will insure that local contractors are notified.

G. New Business: Hartzler reported that a Friends meeting will be held 5 p.m. Dec. 4. Speakers will explain the Metro Parks and Hopewell Parks friends programs, and Hartzler will explain the difference between 'volunteers' and 'friends'. Tucker noted that refreshments will be served.

H. Schedule of meetings: Regular meeting: noon Tuesday, Dec. 17, 2019 at Pickaway County First Floor Conference Room, 110 Island Road, Circleville, Ohio.

I. Adjournment. Meeting adjourned at 12:30 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 _____

PCPD Board Chairperson _____
Date

PCPD Director _____
Date

YTD Fund Report for Year 2019 Month 11 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	459,726.26	773,052.78	565,250.04	667,529.00	429,345.84	238,183.16
670	METZGER PRESERVE	0.00	359,109.00	353,268.00	5,841.00	5,841.00	0.00
918	ROUNDTOWN TRAIL PROJECT	25,730.01	46,972.15	66,734.44	5,967.72	5,967.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		485,671.89	1,179,133.93	985,252.48	679,553.34	441,154.55	238,398.79

MTD Fund Report for Year 2019 Month 11 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	728,939.02	6,929.13	68,339.15	667,529.00	429,345.84	238,183.16
670	METZGER PRESERVE	5,841.00	0.00	0.00	5,841.00	5,841.00	0.00
918	ROUNDTOWN TRAIL PROJECT	5,967.72	0.00	0.00	5,967.72	5,967.71	0.01
922	PARK DISTRICT LEASE PAYMENTS	215.62	0.00	0.00	215.62	0.00	215.62
4 Funds		740,963.36	6,929.13	68,339.15	679,553.34	441,154.55	238,398.79

MTD/YTD Total Expense Report by Fund for Year 2019 Month 11 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639 6052 5102	EMPLOYEES SALARY-PARK DISTRICT	119,133.00	9,613.60	109,891.60	9,241.40	0.00	0.00	9,241.40
639 6052 5201	PERS-PARK DISTRICT	17,274.00	1,345.90	15,195.78	2,078.22	0.00	0.00	2,078.22
639 6052 5202	MEDICARE-PARK DISTRICT	1,787.00	124.58	1,431.97	355.03	0.00	0.00	355.03
639 6052 5203	INSURANCE - PARK DISTRICT	46,504.00	3,871.54	40,745.44	5,758.56	0.00	0.00	5,758.56
639 6052 5205	WORKERS COMP-PARK DISTRICT	3,000.00	0.00	65.09	2,934.91	0.00	0.00	2,934.91
639 6052 5301	SUPPLIES-PARK DISTRICT	17,500.00	2,543.89	10,555.86	6,944.14	0.00	0.00	0.00
639 6052 5401	CONTRACT SRVS-PARK DISTRICT	462,002.97	17,413.64	120,151.97	341,851.00	341,851.00	0.00	0.00
639 6052 5403	TRAVEL/EXPENSES-PARK DISTRICT	5,000.00	511.00	4,073.68	926.32	926.32	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	50,000.00	0.00	24,219.25	25,780.75	25,780.75	0.00	0.00
639 6052 5504	LAND - PARK DISTRICT	25,000.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00
639 6052 5701	TRANSFERS OUT - PARK DISTRICT	104,000.00	0.00	104,000.00	0.00	0.00	0.00	0.00
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	6,750.00	0.00	3,864.27	2,885.73	2,885.73	0.00	0.00
639 6052 5958	INSURANCE (BONDS)-PARK DISTRICT	3,000.00	0.00	75.00	2,925.00	2,925.00	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	144,013.03	32,915.00	130,980.13	13,032.90	13,032.90	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	1,014,964.00	68,339.15	565,250.04	449,713.96	429,345.84	0.00	20,366.12
670 6091 5504	LAND - PARK ON BEHALF	295,679.00	0.00	255,109.00	40,570.00	0.00	0.00	40,570.00
670 6092 5401	CONTRACTS-SERVICES - METZGER PRESERVE	12,366.00	0.00	8,525.00	3,841.00	3,841.00	0.00	0.00
670 6092 5504	LAND - METZGER PRESERVE	89,634.00	0.00	89,634.00	0.00	0.00	0.00	0.00
670 6092 5901	OTHER EXPENSES - METZGER PRESERVE	2,000.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
Fund: 670	METZGER PRESERVE	399,679.00	0.00	353,268.00	46,411.00	5,841.00	0.00	40,570.00
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 2019 Month 11 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918.6206.5401	CONTRACTS-SERVICES - ROUNDTOWN TRAIL	55,730.01	0.00	49,762.29	5,967.72	5,967.71	0.00	0.01
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	16,972.15	(16,972.15)	0.00	0.00	(16,972.15)
918.6206.5901	OTHER EXPENSES - ROUNDTOWN TRAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 918	ROUNDTOWN TRAIL PROJECT	55,730.01	0.00	66,734.44	(11,004.49)	5,967.71	0.00	(16,972.14)
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
35 Accts		1,470,373.01	68,339.15	985,252.48	485,120.53	441,154.55	0.00	43,965.98