



Pickaway County Park Board Minutes

Aug. 28, 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 8 Jennifer Tomlinson P 7 Robert (Pete) Hartinger P 8 Tracie
Sorvillo P 6 Mike Hess A

Secretary: Andi Humphries P 8
Park Board Director : Tom Davis P
Executive Assistant: Arista Hartzler P
Webmaster: Michael Moore A
Canal Park Liaison: John Drummond P 15
One Book, One Community Liaison: Lainey Ebright P 2
Logan Elm Liaison: Rod Smith P 5
Financial Liaison:
Public Relations:
Guests: Jim Edman, Adam Trimmer with the Village of Ashville

*Approved
Sept. 26th
AH*

B. Minutes of previous month Andi Humphries: Motion to approve by Hess, Second by Hartinger, motion carried.

C. Financial status of Park District: Reports included month to date and year to date to line up the balances from previous month each time. Hess asked for an itemized for the previous month even if the year to date is also included. Davis pointed out the contract services includes \$5,000 for tree trimming along Roundtown Trail, supply expenses were mainly software. He noted the second half of levy proceeds was deposited for the year.

D. Guests. No comments.

E. Director's Report

1) Planning retreat follow-up;

Handout from Rory Robinson, retreat presenter, included SWOT Analysis, Mission Statement and Goals.

Motion to accept the mission statement developed at the retreat by Tomlinson, second by Sorvillo; motion carried. It states:

“The Mission of the Pickaway County Park District is to create, preserve and manage a system of parks, trails and natural areas for outdoor recreation.”

Four committee members were detailed: Volunteer, Grant Review, Pickaway Trail and Leadership.

Goals developed at the retreat included Development of Pickaway Trail, Continue to explore grant opportunities, Complete Parks Master Plan, Develop/expand Volunteer program and opportunities, Enhance Water Trail Opportunities.

After discussion, it was decided that the board members will have business cards including their name, email and phone.

- 2) Canal Days - October 27, 2018 Hartzler reviewed plans for Canal Days 11 a.m. to 3:30 p.m. Oct. 27. Planning for Blue Grass Band, Vendors, Pumpkin decorating and Dave Myers presenting the canal history. Facebook and Website promotions are underway.
- 3) Canal Park: A map detailing canal park trail improvements was reviewed. Improvements include a Pollinator area, River walk plans and Park expansions.
- 4) Roundtown Trail/ OCU Parking lot: Funds will be pulled from the \$50,000 in the ODOT Fund.
- 5) Roundtown Trail tree removal: Griffins Tree Service trimmed the trees for \$5,000.
- 6) Clean Ohio Green Space grant application: 52 acres at the Metzgar Preserve would be adjacent to Deercreek Township and Ballard Park.
- 7) Circleville LWCF grant application for Barthelmas Expansion: Grant is due Nov. 15
- 8) Palm rail trail purchase agreement: Revised after discussion with landowners.
- 9) Grant application Phase I on Pickaway Trail West: Fees for designing and engineering is approximately \$9,500. The county engineer's office is reviewing the costs. The firm was chosen through IAP, a third party, which works with contractors already approved by the state.

F. Unfinished Business:

Swing State Strategy proposal: Davis revised the scope of services (attached) and reviewed them with the firm. Sorvillo motioned to accept the proposal as revised; Hartinger seconded; Hess abstained; motion carried.

Pickaway Parks Foundation: Fields and Erica Tucker have met with Jan Shannon to establish three different ways to donate to the fund: endowment, planned giving and estate planning. A small committee is being formed and will meet Sept. 4.

G. New Business, Directors reports: Hartinger reported on the Appalachian Ohio Meeting which featured the Snake Den. Edman informed the board that Circleville City Council has developed a comprehensive ordinance for the parks. Humphries asked about the email which is received by board members and others. Her concern is who is answering? There is no need for duplicate answers. It was suggested that 'reply all' will inform everyone that the matter has been addressed.

H. Schedule of meetings: Regular meeting: Noon, Tuesday, Sept 25 at the Pickaway County Library.

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.

MTD Fund Report for Year 2018 Month 08 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	384,512.80	292,866.92	22,988.38	654,391.34	315,020.69	339,370.65
1	Funds	384,512.80	292,866.92	22,988.38	654,391.34	315,020.69	339,370.65

YTD Fund Report for Year 2018 Month 08 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	53,999.38	700,158.38	99,766.42	654,391.34	315,020.69	339,370.65
1	Funds	53,999.38	700,158.38	99,766.42	654,391.34	315,020.69	339,370.65

MTD/YTD Total Expense Report by Fund for Year 2018 Month 08 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639.6052.5102	EMPLOYEES SALARY-PARK DISTRICT	98,047.00	11,011.20	31,244.00	66,803.00	0.00	0.00	66,803.00
639.6052.5201	PERS-PARK DISTRICT	13,726.00	1,541.58	4,332.20	9,393.80	0.00	0.00	9,393.80
639.6052.5202	MEDICARE-PARK DISTRICT	1,421.00	152.64	424.95	996.05	0.00	0.00	996.05
639.6052.5203	INSURANCE - PARK DISTRICT	21,000.00	1,818.18	6,923.96	14,076.04	0.00	0.00	14,076.04
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	2,282.90	5,388.77	4,611.23	4,611.23	0.00	0.00
639.6052.5401	CONTRACT SRVS-PARK DISTRICT	187,500.00	5,592.00	26,388.00	161,112.00	161,112.00	0.00	0.00
639.6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	2,500.00	300.00	1,713.35	786.65	786.65	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	75,000.00	289.88	11,823.98	63,176.02	63,176.02	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	0.00	677.54	45,072.46	45,072.46	0.00	0.00
639.6052.5958	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
639.6052.5968	PARK IMPROVEMENT PROGRAM - PARK DISTRICT	50,000.00	0.00	10,646.67	39,353.33	39,353.33	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	22,988.38	99,766.42	458,789.58	315,020.69	0.00	143,768.89
20 Accts		558,556.00	22,988.38	99,766.42	458,789.58	315,020.69	0.00	143,768.89

