



**August 25, 2020  
Regular Meeting, 12:00 pm  
Canal Park Shelter House  
23330 Canal Rd., Circleville, Ohio**

### **AGENDA**

A. Roll Call

B. Review of Meeting Minutes

C. Financial Report

D. Director's Report – Tom

Solar Project easement amendments  
Office/maintenance facility move  
Update on Pickaway Trail/Ribbon Cutting  
9-Element Plan

E. Guests:

F. Unfinished Business:

G. New Business:

H. Next Regularly Scheduled meeting – 12 noon, Tuesday Sept.22nd, 2020

I. Adjournment





## Pickaway County Park Board Minutes

July 28, 2020

Meeting was called to order at noon by Chair Robert "Pete" Hartinger at the Canal Park Shelter House, Circleville, Ohio.

A. ROLL CALL Board members P=present A=absent  
Robert (Pete) Hartinger P Beth Kowalski P  
Tracie Sorvillo P Greg Bigam P Susan Metzger 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: Park District Seasonal Hire Jean Webb, Jim Edman, Donna Walters, Cindy Whited, Jim Wonder and Jeremy Newman from Scioto Post.

B. Minutes of previous month Andi Humphries: Minutes corrected in B-Minutes to change spelling of Metzler to Metzger and in D-5 change consulting amount from \$25,000 to \$2,500. Motion to accept by corrected minutes by Bigam, second by Metzger; motion carried.

C. Financial status of Park District: Beginning balance \$943,722.67. Received \$500 from the Community Foundation for improving on line presentations. Expenses includes salary and several contract service items. Ending balance for the district line item is \$943,722.67. Motion to accept treasurer's report by Sorvillo, second by Kowalski; motion carried.

D. Director's Report

- 1) BAR (Budget Action Requests): Hartzler explained that all the Metzger grant money must be in the fund, so a line item was requested in the amount of \$43,000. A motion to appropriate the expense line item was made by Sorvillo, seconded by Kowalski; motion carried.
- 2) New Holland Trail Parcel Lease: Davis referenced a detailed map of New Holland showing the yellow area of the park district land adjacent to Smitty's Tavern (Colburn Parcels). The tavern is asking for use of that parcel for parking. After discussion, there was no objection to an agreement that is approved by the prosecutor's office.
- 3) Education Program Summary: Hartzler summarized the EE Camp and summer programing which were very successful and implemented COVID standards.
- 4) 2021 Grant Application scenarios: Jean Webb was introduced as the new seasonal hire who is working on grants. The Land and Water Conservation Grant will either be used for the Cooks Creek partial purchase if Appalachian Ohio's grant is accepted; or the purchase of 2.3 acres for storage and parking. The Paddling Enhancement grant was not received and will be resubmitted. The Clean Ohio Trail Fund is on hold as it is part of the State's Capital Improvement funds. Jean will also be looking at smaller grants such as Walmart or Round Up. Metzger asked about handicapped playground equipment.
- 5) Canal Park Play Area Master Plan/Tour: A drawing of the Natural Play Area was explained. Some of the items will be installed this fall however there is still time for input

on the final design. Davis said the area by the steps that connects to the Towpath trail is in bad shape. He is considering a boardwalk to solve the problem. This is at the top of the natural play area.

E. Guests: no further input.

F. Unfinished Business: see Director's Report. Davis said the paving project is going to start in two weeks. There will be a 180 foot ramp along the side of the trail to comply with handicapped accessibility rules.

G. New Business, board member reports: Hartinger noted that Davis was in The Herald reviewing possible space for garage and storage.

H. Schedule of meetings: Regular meeting: noon Tuesday, Aug. 25, 2020 at Pickaway County Service Center first floor Conference Room, 110 Island Road, Circleville, Ohio.

I. Adjournment. Meeting adjourned at 1:06 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 8/25/2020

PCPD Board Chairperson Robert (Pat) Hartinger 8/25/2020  
Date

PCPD Director [Signature] 8/25/2020  
Date

# MTD Fund Report for Year 2020 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Bal	MTD Rec	MTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	943,722.67	348,420.30	28,012.37	1,264,130.60	754,041.51	510,089.09
670	METZGER PRESERVE	12,217.00	0.00	0.00	12,217.00	50,100.00	(37,883.00)
918	ROUNTOWN 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		962,123.01	348,420.30	28,012.37	1,282,530.94	810,109.22	472,421.72

# YTD Fund Report for Year 2020 Month 07 - PICKAWAY COUNTY

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
639	P.C. PARK DISTRICT	653,517.22	800,167.62	89,554.24	1,264,130.60	754,041.51	510,089.09
670	METZGER PRESERVE	3,141.00	11,976.00	2,900.00	12,217.00	50,100.00	(37,883.00)
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		662,841.56	812,143.62	192,454.24	1,282,530.94	810,109.22	472,421.72

# MTD/YTD Total Expense Report by Fund for Year 2020 Month 07 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
639 6052.5102	EMPLOYEES SALARY-PARK DISTRICT	129,862.00	15,489.80	76,032.54	53,829.46	0.00	0.00	53,829.46
639 6052.5201	PERS-PARK DISTRICT	18,028.00	2,168.56	10,644.49	7,383.51	0.00	0.00	7,383.51
639 6052.5202	MEDICARE-PARK DISTRICT	1,865.00	214.91	1,043.64	821.36	0.00	0.00	821.36
639 6052.5203	INSURANCE - PARK DISTRICT	58,128.00	0.00	13,427.69	44,700.31	0.00	0.00	44,700.31
639 6052.5205	WORKERS COMP-PARK DISTRICT	1,000.00	0.00	97.39	902.61	0.00	0.00	902.61
639 6052.5301	SUPPLIES-PARK DISTRICT	7,500.00	352.33	6,979.92	520.08	0.00	0.00	0.00
639 6052.5401	CONTRACT SRVS-PARK DISTRICT	696,100.00	2,717.34	46,417.27	649,682.73	0.00	0.00	0.00
639 6052.5403	TRAVEL/EXPENSES-PARK DISTRICT	2,500.00	435.00	1,228.80	1,271.20	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	27,500.00	1,634.43	18,174.68	9,325.32	0.00	0.00	0.00
639 6052.5504	LAND - PARK DISTRICT	4,000.00	0.00	0.00	4,000.00	0.00	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	0.00	0.00	0.00	0.00	0.00
639 6052.5901	OTHER EXPENSES-PARK DISTRICT	11,750.00	0.00	524.32	11,225.68	0.00	0.00	0.00
639 6052.5958	INSURANCE (BONDS)-PARK DISTRICT	3,000.00	0.00	406.00	2,594.00	0.00	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	80,000.00	5,000.00	5,000.00	75,000.00	0.00	0.00	0.00
639 6069.5401	CONTRACTS-SERVICES - DUPONT GRANT	10,000.00	0.00	9,577.50	422.50	0.00	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>1,051,233.00</b>	<b>28,012.37</b>	<b>189,554.24</b>	<b>861,678.76</b>	<b>754,041.51</b>	<b>0.00</b>	<b>107,637.25</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	53,000.00	0.00	2,900.00	50,100.00	0.00	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Fund: 670</b>	<b>METZGER PRESERVE</b>	<b>53,000.00</b>	<b>0.00</b>	<b>2,900.00</b>	<b>50,100.00</b>	<b>50,100.00</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 2020 Month 07 - PICKAWAY COUNTY

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
918.6206.5401	CONTRACTS-SERVICES - ROU	5,967.71	0.00	0.00	5,967.71	5,967.71	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
Fund: 918	ROU	5,967.71	0.00	0.00	5,967.71	5,967.71	0.00	0.00
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		1,110,200.71	28,012.37	192,454.24	917,746.47	810,109.22	0.00	107,637.25