

Licking Park District  
Board of Licking Park District Commissioners  
Regular Meeting –May 20, 2015  
James Bradley Senior Center

Mr. Holloway called the May 20, 2015 Regular Meeting to order at 6:00 pm in the James Bradley Senior Center.

1) Roll Call

Present: Mr. Bohren; Mr. Bradley; Mr. Holloway; Mr. Moseley

Absent: Ms. Sjostrand-Post

Staff: Ms. Henning; Ms. McAdams; Mr. Williams

2) Approval of Minutes

a. April 15, 2015

Mr. Bradley moved, Mr. Moseley seconded, to approve the April 15, 2015 regular meeting minutes, as amended.

Motion Carried by Unanimous Vote.

3) Financial Report

Director Williams presented the Board with the April 2015 Appropriated Balance Financial Report.

Mr. Bradley moved, Mr. Moseley seconded, to accept the April 2015 Financial Report.

Motion Carried by Unanimous vote.

4) Approval of expenditures and April 2015 payroll

a. April Payroll and Expenditures

Director Williams presented April 2015 payroll in the amount of \$15,256.00.

As expenses over \$1,000, Mr. Williams presented:

\$3,596.00 - Outdoor Source (Stand Up Paddle Boards)

\$2,428.00 - Outdoor Source (Stand Up Paddle Boards)

\$3,837.00 - Outdoor Source (Canoe Trailer)

\$4,181.00 - Outdoor Source (Kayak Trailer)

\$4,701.00 - Outdoor Source (Kayak and Paddles)

\$4,860.00 - Outdoor Source (Canoes)

\$2,052.00 - Outdoor Source (Canoes and Paddles)

Mr. Bradley moved, Mr. Bohren seconded, to approve April 2015 payroll and expenditures over \$1,000.00 as presented.

Motion Carried by Unanimous vote.

b. Then and Now Resolution

Director Williams presented the Board with Then & Now Resolution #412 to certify availability of funds at time of service to the following payee:

Resolution #412 - Environmental Education Council of Ohio in the amount of \$115.00.  
(Membership)

Mr. Bradley moved, Mr. Moseley seconded, to adopt Resolution #412.  
Motion Carried by Unanimous vote.

5) Old Business

a. Director Report

i. Bike Trail

1. Signs

Director Williams advised the Board that all the new "Stop" signs have been installed and "Stop Ahead" signs would be installed soon.

2. Asphalt

Director Williams advised the Board that two bid proposals have been received from Triple H Paving and Shelly. It was advised by the Prosecutor's office that the total cost will be above the state prevailing wage threshold, and that the project will be required to go to competitive bid. Director Williams stated that he was waiting for a competitive bid template document from the prosecutor's office. Discussion followed. Mr. Holloway requested that a start by date be included in the bid proposal document.

3. Newark agreement

Director Williams presented the Board with a draft of the proposed agreement with the City of Newark for shared maintenance of the bike trails now maintained by Newark. The proposed agreement has been submitted to prosecutor's office for review, legal language, enforcement language and comment. Discussion followed. Mr. Bradley and Mr. Bohren asked that the agreement include language stating that the agreement "pertains to agreed upon sections of the bike trail".

ii. Riverview

1. Ribbon Cutting

Director Williams discussed the upcoming Canoe Launch Ribbon Cutting, set for Friday, May 22, at noon. The ceremony will be followed by a canoe float on the river.

2. Garden proposal

Director Williams presented a gardening space request from Pam Roberts of Together We Grow. Mr. Holloway recommended that they come back to the Board with a formal proposal for 2016.

iii. Fritz-Drumm - Ribbon Cutting

Director Williams thanked Mr. Bradley and Mr. Holloway for attending the ribbon cutting on May 16. Mr. Holloway noted that the event was well attended and well

received. Director Williams discussed calls received voicing concerns about alcohol being present at the Fritz Drumm site over the opening weekend. Director Williams discussed the issue with all parties and reiterated the Park District policy of no alcohol allowed. "No Alcohol" signs will be posted at the Fritz Drumm site by Licking Park District.

iv. Nature Center

1. Door Proposal

Director Williams presented the Board with a proposal and recommendation for new doors at the Kraner Nature Center. Discussion followed.

Mr. Moseley moved, Mr. Bohren seconded, to approve contracting with WindowSpan, LLC to replace the four doors of the Kraner Nature Center.

Roll Call: Mr. Holloway-Yes; Mr. Moseley-Yes; Mr. Bohren-Yes; Mr. Bradley-No.

Motion Carried

2. Remodeling

Director Williams presented the Board with an update of progress at the Kraner Nature Center. He advised that the inside repairs and painting would be completed soon in preparation for summer programs and rentals. He also stated that he will be working on an evaluation of possible use of the Nature Center and a recommended operational plan for the future.

v. Staff - Seasonal staff; certifications

Director Williams advised the Board that seasonal workers Denny Lane and Mike Evans are now on board, as well as one intern Elaine Stingle, with the second intern Mallory Rizor starting later this week. Director Williams noted that all current staff members are now First Aid/CPR/AED certified, with Rizor scheduled to certify, and that two additional staff members have become Level 1 Kayak Instructors through the American Canoe Association.

vi. Marketing

Director Williams advised the Board that he met with Steven Hawk, Tom Argyle and Bethany Lewis to discuss producing a mid-levy report. He also mentioned that monthly newspaper inserts continue to go in the Advocate, and that monthly ads will start to appear in the weekly papers in Pataskala, Johnstown, Utica and Heath. The updated website should be ready in 45-60 days.

b. Program Report

Ms. Henning provided a program update to the Board.

6) New Business

a. Johnstown Park project

Director Williams advised the Board that a parcel next to the Johnstown Trailhead was purchased by the TJ Evans Foundation, and was leased to the Village of Johnstown. Johnstown intends to develop a park on the site, and may come to the Park District in the future for assistance.

b. Darrell Hensley request

(Present on Mr. Hensley's behalf were Darrell and Elaine Hensley, and Gail Wince)

Mr. Holloway opened discussion with the Board regarding a request from Mr. Hensley to be allowed to drive his utility vehicle on Infirmary Mound Trails to perform as a volunteer to check trail conditions and report observations back to LPD staff.

The Board expressed that they wished to provide opportunity for Mr. Hensley to continue to volunteer for the parks and were willing to allow him to operate his utility vehicle on the back meadow trails at Infirmary Mound Park to check on trail condition and make note of any trail issues, with the following requirements:

- \* Mr. Hensley would place a sign on his vehicle making notice that he was a park volunteer.

- \* Mr. Hensley will contact designated park district staff prior to entering the park with his utility vehicle and performing volunteer duties to confirm it was not interfering with other park activities noted by staff.

- \* Mr. Hensley will contact designated park district staff when he leaves the property with the utility vehicle and volunteer duties are concluded.

7) Comments from the public

None

8) Adjournment

Mr. Bradley moved, Mr. Moseley seconded, to adjourn meeting.

Motion Carried by Unanimous Vote.

Meeting adjourned 7:40 pm

Next Regular Meeting June 17, 2015, 6 pm, JBSC