

Licking Park District
Board of Licking Park District Commissioners
Regular Meeting –February 22, 2017
James Bradley Senior Center

Mr. Holloway called the February 22, 2017, Regular Meeting to order at 6:04 pm in the James Bradley Senior Center.

1) Roll Call

Present: Mr. Bradley; Mr. Holloway; Ms. Sjostrand-Post; Mr. Kiracofe.

Absent: Mr. Moseley

Staff: Ms. McAdams; Director Williams

2) Approval of Minutes

a. January 18, 2017 regular meeting

Mr. Bradley moved, Mr. Kiracofe seconded, to approve the January 18, 2017 regular meeting minutes.

Motion Carried by Unanimous Vote.

3) Financial Report

a. Financial Report

Director Williams presented the January 2017 financial report to the Board.

Mr. Bradley moved, Ms. Sjostrand-Post seconded, to accept the January 2017 Financial Report.

Motion Carried by Unanimous vote.

4) Approval of expenditures and January 2017 payroll

a. January Payroll and Expenditures

January Payroll: \$16,258.50

Expenses over \$1,000.00

General Fund 6029

\$1,495.00 Phoenix Graphix (Marketing)

\$1,380.34 Gatehouse Media-Dispatch (December Program Guides)

\$1,424.93 Skyline Exhibits (Table Covers)

\$1,446.50 Claxon Communications (Water Bottles)

\$1,960.00 DoubleTree by Hilton (Volunteer Dinner Banquet Hall)

Mr. Bradley moved, Mr. Kiracofe seconded, to approve January 2017 payroll and expenditures over \$1,000.00 as presented.

Motion Carried by Unanimous Vote.

5) Old Business

a. Director Report

i. Project Status Report, Taft update

Director Williams updated the Board on the status of Capital Projects. Director Williams advised that the Taft South driveway widening project is complete and new entrance signs would be installed in 2-3 weeks. He stated that the trail culvert installation was complete but soft ground conditions has delayed the final application of smaller gravel topping. The culvert is traversable and Taft South can be opened to horses as soon as Taft Reserve overall conditions improve and the north trails are re-opened to horses.
Discussion followed.

ii. ODOT Hopewell Project update

Director Williams updated the Board on the status of the Hopewell to Forry project. He advised that there had been a kick-off meeting with ODOT for the project, noting that an issue has occurred with a section of rail line ownership. The TJ Evans foundation is in conversation with the rail company regarding this issue. Engineering of the project is moving along and meeting all ODOT requirements. Jobs Henderson is also doing the Hopewell Rd paving project and will incorporate needed features for the bike trail crossing. The timeline for the project is contract award(s) by August 2018, begin construction by October 2018 and completion in 2019.
Discussion followed.

iii. Riverview update

Director Williams updated the Board on the addition of security lighting at Riverview and bollards on the bike trail from Ohio Street to Everett Park. He advised that he was in discussion with AEP about adding a security light near the Riverview entrance and with Newark about bollard installation at three points from Ohio Street to Everett Park.
Discussion followed.

iv. OPRA Conference update

Director Williams and Ms. McAdams provided the Board with highlights of the OPRA Conference which was attended by Director Williams, Ms. Balogh and Ms. McAdams.

b. Program Report

i. Program update

Director Williams reviewed recent and upcoming programs with the Board.
Discussion followed.

c. Levy Update (Mr. Holloway)

i. Levy Update

Mr. Holloway updated the Board the Levy committee progress to this point.
Discussion followed.

6) New Business

a. Selling Park Products

Mr. Holloway discussed having Park District promotional items available for the public at events and in the office as an advertising and donation source. Items discussed were cling decals, hats, sweatshirts, and water bottles
Discussion followed.

The Board asked Director Williams to prepare a list for next meeting.

b. Granville Bike Trail Agreement

Director Williams presented the Board with the bike trail maintenance agreement, signed by the Granville Village officials.
Discussion followed.

Mr. Kiracofe moved, Mr. Bradley seconded, to enter into a bike trail maintenance agreement with the Village of Granville.

Roll Call: Mr. Holloway-yes; Ms. Sjostrand-Post-yes; Mr. Kiracofe-yes; Mr. Bradley-yes.
Motion carried.

c. Mowing Contract

Director Williams advised the Board that five mowing bid packets were requested and only one company returned bids. Director Williams recommended to award the mowing contract for the 2017, 2018, and 2019 mowing seasons to Legend Lawn and Landscape in the amounts included on their bid summary pages. The park facilities contract will be paid out of 6029-General Operating funds and the multi-use trail contract will be paid out of 3144-Bike Trail Repair and Maintenance Fund..
Discussion followed.

Mr. Bradley moved, Mr. Kiracofe seconded, to award the 2017, 2018, 2019 Multi-Use Trail (bike trail) mowing contract and the 2017, 2018, 2019 Park Facilities mowing contract to Karen Chandler, dba Legend Lawn and Landscape, with the park facilities contract being funded out of 6029-General Operating funds and the multi-use trail contract being funded out of 3144-Bike Trail Repair and Maintenance Fund as presented.

Roll Call: Ms. Sjostrand-Post-yes; Mr. Kiracofe - yes; Mr. Bradley-yes; Mr. Holloway-yes.
Motion carried

d. Hazardous Tree Removal (Multi-Use Trails)

Director Williams Williams presented the Board with a proposal for removing 404 hazardous trees on the TJ Evans Trail from Granville to Johnstown. The trees identified were creating hazards for the trail and trail users. These trees were dead, in risk of falling on the trail, within 4' of the trail edge or trees that would pull up sections of the trail with their root ball if they fell. Director Williams recommended that approval be given to Sloan Tree Company to remove the 404 identified hazardous trees in the Granville to Johnstown section of the TJ Evans trail at a cost of \$30,585.00. This project will be funded from the 3144-Bike Trail Repair and Maintenance Fund.

Discussion followed.

Mr. Bradley moved, Ms. Sjostrand-Post seconded, to contract with Slone's Tree Service for hazardous tree removal on TJ Evans Multi-Use Bike Trail at a cost of \$30,585 with funding to come from the 3144-Bike Trail Repair and Maintenance Fund.

Roll Call: Mr. Kiracofe - yes; Ms. Sjostrand-Post-yes; Mr. Bradley-yes; Mr. Holloway-yes.
Motion carried.

e. TJ Evans Trail berm repair

Director Williams presented the Board with a proposal for repair of the south berm of the TJ Evans Trail, just east of Main Street in Granville, on the north bank of Raccoon Creek. It was brought to the park district's attention this winter that there is a dangerous drop off on the TJ Evans Trail just east of Main Street in Granville. Upon inspection, there were two locations identified that had almost no berm before dropping down a steep embankment into the creek. The distance of these two locations came to almost 80 linear feet. Director Williams obtained a quote from Triple H Enterprises for the repair project.

Director Williams recommended to award Triple H Enterprises the project to repair the TJ Evans Trail Berm as identified in the amount of \$5,560.00. Funding would come from 3144-Bike Trail Repair and Maintenance Fund.
Discussion followed.

Ms. Sjostrand-Post moved, Mr. Kiracofe seconded, to contract with Triple H Paving for berm repair on the TJ Evans Trail east of Granville at a cost of \$5,560.

Roll Call: Mr. Bradley-yes; Mr. Holloway-yes; Mr. Kiracofe - yes; Ms. Sjostrand-Post-yes.
Motion carried.

f. Staddens Landing parking lot

Director Williams presented the Board with a proposal for construction of a parking lot at Staddens Landing, by grubbing the vegetation, leveling the space, and placing gravel that can be used for parking and in preparation for support of a canoe and kayak launch at the Staddens Bridge property. A quote was obtained from J.A.W. Excavating in Granville. The cost to mobilize equipment, grub, level and place gravel at this location will be \$14,080. All gravel will be paid for out of MetroPark Funds.

Director Williams recommended to award JAW Excavation the project to prepare the Staddens Landing parking area in the amount of \$14,080. It is recommended that funding come from the remaining 2016 Capital Project line item.
Discussion followed.

Mr. Kiracofe moved, Mr. Bradley seconded, to contract with JAW Excavating for Staddens Landing park lot construction at a cost of \$14,080, with funding to come from the remaining 2016 Capital Project line item.

Roll Call: Mr. Holloway-yes; Ms. Sjostrand-Post-yes; Mr. Bradley-yes; Mr. Kiracofe-yes.
Motion carried.

g. MetroPark Funds resolution

Mr. Bradley moved, and Ms. Sjostrand-Post seconded, a motion to accept Resolution #426, requesting allocation from the Ohio Parks Districts Roadwork Fund FY 2018-2019.

Roll Call: Ms. Sjostrand-Post-yes; Mr. Kiracofe-yes; Mr. Bradley-yes; Mr. Holloway-yes.
Motion carried.

7) Comments from the public

None

8) Adjournment

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

Motion Carried by Unanimous Vote.

Meeting Adjourned at 7:15 pm

Next Regular Meeting - March 15, 2017, 6 pm, LPD office