

Licking Park District
Board of Licking Park District Commissioners
Regular Meeting – January 17, 2018
Licking Park District - James Bradley Senior Center

Mr. Holloway called the January 17, 2018, Regular Meeting to order at 6:04pm in the James Bradley Senior Center.

1) Roll Call

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

Absent: Ms. Sjostrand-Post

Staff: Ms. Balogh; Director Campitelli; Ms. McAdams

2) Election of Officers

a. Mr. Holloway moved, Mr. Bradley seconded, to elect Mr. Kiracofe as Board Chair.

Roll Call: Mr. Bradley - yes; Mr. Moseley - yes; Mr. Kiracofe - yes; Mr. Holloway- yes.

Motion carried

b. Mr. Holloway moved, Mr. Bradley seconded, to elect Mr. Moseley as Board Vice-Chair.

Roll Call: Mr. Bradley - yes; Mr. Moseley - abstain; Mr. Holloway- yes; Mr. Kiracofe - yes

Motion carried

3) 2018 Meeting Dates

Mr. Holloway moved, Mr. Moseley seconded, to have the regular meeting dates of 2018 be the third Wednesday of each month at 6 pm, to be held in the Licking Park District office.

Motion Carried by Unanimous Vote.

4) Approval of Minutes

a. December 20, 2017 regular meeting

Mr. Holloway moved, Mr. Moseley seconded, to approve the December 20, 2017 regular meeting minutes.

Motion Carried by Unanimous Vote.

5) Financial Report

a. Financial Report

Director Campitelli presented the December 2017 financial report to the Board.

Mr. Holloway moved, Mr. Bradley seconded, to accept the December 2017 Financial Report.

Motion Carried by Unanimous vote.

6) Approval of expenditures and December 2017 payroll

a. December Payroll and Expenditures

December Payroll:

\$17,532.80

6029 Expenses over \$1,000

\$2,400.00- Slone's Tree Service - Storm Damage Tree Removal at Taft South

\$1,285.84 Gatehouse Media (Dispatch)- November Program Guide Distribution

\$7,525.00 Karen Chandler, Legend Lawn Landscape- October Park Mowing
\$5,174.99 Nice Carpets- IMP Office Downstairs Flooring
\$1,200.00 Triple H Enterprises- TJ Evans Bike Trail Patching
\$3,438.01 ADR & Associates- CACM for Wyatt Adkins Park Trail
\$1,040.00 Kessler Sign Company- Billboard Marketing

3144 Bike Path Replacement & Repair

\$4,320.00 Karen Chandler, Legend Lawn Landscape- TJ Evans Removing debris & hazardous materials
\$2,900.00 Karen Chandler, Legend Lawn Landscape-October Bike Trail Mowing

Mr. Bradley moved, Mr. Moseley seconded, to approve the December 2017 payroll and expenditures over \$1,000.00 as presented.

Motion Carried by Unanimous Vote.

7) Director's Report

a. Project Report

- i. Eagle Scout Projects - Chimney Swift Tower, Fix-It Bike Stations, Orienteering Course
Director Campitelli provided the Board with a summary of upcoming Eagle Scout projects, including a chimney swift tower and orienteering course at Infirmary Mound Park and the installation of two Fix-It Bike Repair Stations to be placed at Alexandria Depot St parking lot and the other at the Cherry Valley/Reddington Rd parking lot. One of the repair stations was donated by a CTEC engineering student class and the other was purchased by the Park District.
- ii. TAP Grant - Ohio Greenway Canal Paving
Director Campitelli advised the Board that the letter of intent to submit a TAP Grant application for paving the Ohio Greenway Canal is due to be submitted to ODOT by the end of January. In the 2015 grant request there was an issue with the covered bridge width. ODOT now advises that the covered bridge width is sufficient and the grant request can move forward.
- iii. Annual Report and Community Appreciation Dinner planning
Director Campitelli went over the Appreciation Dinner dinner and program times and advised that the 2017 Annual Report will be finalized and distributed at the Community Recognition Dinner on Thursday January 25, 2018.

b. Program Report

- i. Program update
Ms. Balogh reviewed recent and upcoming programs with the Board. Discussion followed.

c. Volunteer Coordinator Report

- i. Volunteer update
Ms. Balogh provided an overview of recent volunteer activities and upcoming opportunities with the Board. Discussion followed.

d. Natural Resource Management Advisory Committee

Mr. Kiracofe advised that the Board held a special meeting earlier today to begin laying out the direction, outline and timeline for the Infirmary Mound Park "master plan".

8) Old Business

a. 3 Guys / Littens Lane Status

Director Campitelli updated the Board on the status of the drainage improvements and damage restoration on "Litton's Lane" between Taft North and South, advising that the project is mostly complete with only some minimal adjustments still necessary. Director Campitelli advised that he was waiting on legal specs from the surveyor so that the prosecutor's office can begin work on the necessary easement for 3 Guys with the Park District for our Litton's Lane access over Clark's portion. 3 Guys will be getting lane access easements from the Clarks and Corsis.

Discussion followed.

9) New Business

a. Volunteer coordinator and seasonal positions - hiring process beginning

Director Campitelli advised that the volunteer coordinator position and seasonal maintenance and interns positions was expected to be posted during the first part of February.

Discussion followed.

b. IAP Government Services- project admin

Director Campitelli advised the Board of discussions with IAP, a contract and project management service available to us through the State of Ohio's Department of Administrative Services for projects to be bid and completed with State Contract vendors.

Discussion followed.

10) Comments from the Public

None

11) Adjournment

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

Motion Carried by Unanimous Vote.

Meeting Adjourned at 7:21pm

Next Regular Meeting -February 21, 2018, 6pm, LPD office