

Licking Park District
Board of Licking Park District Commissioners
Regular Meeting –May 16, 2018
Licking Park District Office - Infirmary Mound Park

Board Chair Mr. Kiracofe called the May 16, 2018, Regular Meeting to order at 6:04 pm in the Licking Park District Office.

1) Roll Call

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

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

Introduction of new employee, Administrative Assistant Kris Lohrman.

Ms. Lohrman left meeting at 6:07pm.

2) Comments from the Public

None

3) Approval of Minutes

a) April 18, 2018 regular meeting

Mr. Bradley moved, Mr. Moseley seconded, to approve the April 18, 2018 regular meeting minutes.

Motion Carried by Unanimous Vote.

4) Financial Status of Park District

a) Financial Report

Director Campitelli presented the April 2018 financial report to the Board.

Mr. Bradley moved, Mr. Holloway seconded, to accept the April 2018 Financial Report. Discussion followed regarding a donation toward the construction of a small shade shelter in the dog park and moving forward with planning for constructing a shelter at Lobdell Reserve using the donation by Rosanna Moore's estate. Mr. Moseley stated that he felt that a Master Plan should also be developed soon for Lobdell Reserve. Director Campitelli and Mr. Moseley will meet at Lobdell to assess possible sites for the shelter construction and will bring back their observations and recommendations to the June meeting.

Motion Carried by Unanimous Vote.

5) Approval of April expenditures and payroll

a) April Payroll and Expenditures

Payroll- \$15,619.20

6029 Expenses over \$1,000-

\$1750.00 Kennedy Cottrell Richards LLC - 2017 Financial Statement Filing for State Auditor

\$2963.01 Coughlin Ford - Red 2000 F350 Ford Truck Repair

\$2493.73 Brian Robinson dba Solid Rock Sports - TYSO Inflatables & Rock Wall

Mr. Bradley moved, Mr. Moseley seconded, to approve the April 2018 payroll and expenditures over \$1,000.00 as presented.

Motion Carried by Unanimous Vote.

6) Old Business

a) Director's Report

i) Project Status

(1) ODOT TAP Grant Update - Ohio Greenway Canal Paving

Director Campitelli advised the Board that the ODOT TAP grant application for paving the Ohio Canal Greenway trail has been submitted to ODOT. Discussion followed.

(2) Granville Bike Path Slip - update

Director Campitelli provided the Board with a repair quote for the bank erosion slip on the TJ Evans Bike Path in Granville Township, just east of the Village of Granville. The quote was received from NuWay in the amount of \$49,550, which will shape 200 ft of eroded bank and stabilize with fill. There were two options given for fill material, using concrete or natural stone.

Mr. Moseley moved, Mr. Holloway seconded, to approve the contracting with NuWay to repair and stabilize the erosion slip on the TJ Evans Bike Path in Granville Township, using natural stone not concrete, for a total cost of \$49,550.00.

Discussion followed. Mr. Moseley suggested looking at getting grants for bridge repairs and other capital projects. Director Campitelli suggested updating the current inventory of the bike path potential projects and assigning financial costs to each issue to assist with future maintenance planning.

Motion Carried by Unanimous Vote.

(3) Office Stairwell - update

Director Campitelli advised that he is meeting this week with a local contractor to obtain a new quote to bring before the Board at the June meeting.

Discussion followed.

(4) Adkins Ballfield connector

Director Campitelli advised the Board of a change order funding request on the Hanover / Adkins Park Panhandle Bike Path connection project. The change order is due to the need for additional aggregate and installation to properly seat culverts and make a solid foundation for the connector path. The change order cost will be between \$10,000 and \$17,000. Director Campitelli advised that there is written approval to do the connection construction on the side of the rail bed and this has been shared with the contractor.

Mr. Moseley moved, Mr. Bradley seconded, to approve the project change order funding request for the Adkins Park bike path connection up to a maximum of \$17,000.

Discussion followed.

Motion Carried by Unanimous Vote.

(5) NatureWorks Resolution

Director Campitelli advised that he was in the completion stage of a Nature Works grant application. He explained that a Board Resolution was needed in order to proceed with the grant application for the construction of an

ADA accessible dock at Mirror Lake in Infirmary Mound Park. The resolution from the Board will authorize Director Campitelli to submit the grant application to Nature Works.

Mr. Moseley moved, Mr. Bradley seconded, to approve signing of the NatureWorks resolution authorizing Director Campitelli to proceed with submission of the grant application for the construction of an ADA accessible dock at Mirror Lake in Infirmary Mound Park.

Motion Carried by Unanimous Vote.

ii) Maintenance Report Status

(1) Bike Paths and Horse Trails

Director Campitelli updated the Board on recent work on the bike paths and park trails, stating that approximately 8 days were spent in April repairing bridge deck damage on bike paths and clearing bike trails and park trails of downed trees. Mr. Moseley advised that he was approached by a Boy Scout troop that wants to pull invasive garlic mustard on bike paths. Director Campitelli advised him to have the troop leader contact himself or Ms. McAdams to coordinate the service project.

(2) Other

Director Campitelli advised that other duties of maintenance worker Evans is to perform monthly vehicle and equipment preventive maintenance and weekly routine duties at all facilities. He advised that he and Ms. McAdams had recently met with our assigned State EPA inspector Dan Osterfeld and were advised by email after the meeting that we do not have to make any change in the current regulation status of the two park wells. The well by the office is a regulated and tested transient Public Water System and serves the park office, shelter 2, shelter 3, Bradley Center and the dog park. The old well at the north west corner of the Infirmary Mound property will remain an unregulated, non-potable source. Director Campitelli advised that it was being considered to discontinue having separate softening systems at the office and Bradley Center. This would entail removal of the water softening system at the Bradley Center and performing all softening of this distribution system from the office's basement softener.

b) Program Report

i) Program update

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

c) Volunteer Coordinator Report

i) Volunteer update

Director Campitelli 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 Natural Resource Management Advisory Committee had met prior to the regular meeting to discuss the progress and a time schedule for the plan. Director Campitelli will be compiling a summary of the meeting details to provide to the Board.

e) Volunteer coordinator / maintenance positions status

Director Campitelli advised that a promising volunteer coordinator candidate had been interviewed last week and was being invited back in for a second interview. He advised that the summer interns were on board and currently in Toledo obtaining canoe and kayak certifications. Director Campitelli advised that the full time maintenance position applications had been assessed and narrowed down to five applicants.

f) Newark Paving

Director Campitelli advised that paving has been completed on the YMCA to 21st section. He further advised that the remaining paving project area has been found to have a poor base and needs a new base installed before paving there can continue. The cost of the additional materials to repair that section of base will be approximately \$22,600. The shared maintenance agreement between Newark and the Park District provides for a 50/50 split of costs.

Mr. Holloway moved, Mr. Bradley seconded, to provide the City of Newark with additional funding up to \$11,500 to purchase materials for installation of new base on the Newark Bike Path paving project.

7) New Business

a. ODNR grants

Director Campitelli advised the Board that he and staff had recently met with ODNR's Jordan Phillips to learn of various grant options available to us, including Step Outside, Aquatics grants, archery range and fishing grants. Director Campitelli will be exploring these grants and assessing them for which ones we should apply.

b. Review of Board applicants and recommendation to Judge Hoover

Mr. Kiracofe advised that the Board would be reviewing Board position applications and making a recommendation to Judge Hoover on filling the vacant positions. The Board reviewed the applications received. Discussion followed.

Mr. Bradley moved, Mr. Moseley seconded, to recommend Sam White to Judge Hoover for consideration of membership on the Board of Park Commissioner.
Motion Carried by Unanimous Vote.

c. Executive Session - Director's Evaluation

Mr. Bradley moved, Mr. Moseley seconded, to enter into Executive Session, pursuant to ORC 121.22 (G)(1), to consider employment of a public employee.

Motion Passed by Roll call vote: Mr. Holloway - yes; Mr. Bradley - yes; Mr. Moseley - yes; Mr. Kiracofe - yes.

Entered into Executive Session at 8:07 pm.

Mr. Bradley moved, Mr. Moseley seconded, to return to regular session.
Motion Carried by Unanimous Vote.

Return to Regular Session at 8:20 pm.

8) Adjournment

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

Motion Carried by Unanimous Vote.

Meeting Adjourned at 8:24pm

Next Regular Meeting - June 20 , 2018 6 pm, LPD office