

**Licking Park District Commissioners**  
**Minutes of Regular Meeting – February 20, 2019 Infirmiry Mound Park**

Board Chair Mr. Kiracofe called the February 20, 2019, Regular Meeting to order at 6:07 pm at Infirmiry Mound Park office.

1) Roll Call

Present: Mr. Kiracofe, Mr. Waugh, Mr. White  
Mr. Bradley  
Absent on Vacation: Mr. Moseley  
Staff: Director Campitelli

2) Comments from the Public  
None

3) Approval of Agenda Items

Mr Bradley moved, Mr Waugh seconded, to approve the February 20, 2019 regular meeting agenda items.  
Motion carried by unanimous vote.

4) Approval of Minutes

- a) January 16, 2019 regular meeting minutes.  
Mr. Bradley moved, Mr. Waugh second, to approve the January 16, 2019 regular meeting minutes.  
Motion carried by unanimous vote.

5) Financial Status of Park District

- a) January Financial Summary

Revenue	\$1,264.00
Expenses	\$66,604.19

Director Campitelli presented the January 2019 financial summary report to the Board. Most of the revenue was generated by programs and rentals. Majority of the expenses were employee costs and LPD annual insurance policy. Discussion followed on budget encumbrance, purchase orders and the monthly statement.

6) Approval of November expenditures over \$1,000.00

Discussion followed on employee/board uniforms, contracting TSO event items and supplies. Mr. Bradley moved, Mr. Waugh second, to accept the January 2019 Financial Summary and expenditures.  
Motion carried by unanimous vote.

## 7) Old Business

### a. Director's Report: Project Status

Director Campitelli submitted draft of an inventory of the entire bike path, focusing on current major and minor repairs needed for 2019. Several slips have been identified along several sections due to high water events. These major repair areas and the path ownership include Newark, Heath, and Licking County Commissioners. Defining major repairs costs and maintenance responsibilities between entities need to be identified and new agreements may be drawn if applicable. Director Campitelli to meet with partners and discuss potential solutions and financial commitments. Minor repair projects, such as culvert replacement, bridge inspections and deck surfacing replacement were discussed. All major and minor repairs should be inspected by an engineering firm for solutions and costs. Director to conduct field trips to areas with board members as weather improves. LPD board members concerned that these events could exhaust LPD budget in the future.

Stairwell replacement at Infirmary Mound office almost completed, finish work and painting to be completed in the next few days.

Metal Building/Chicken Coop replacement project is underway with IAP. Scope of work completed and meeting set to meet with contractors.

JBSC renovation will require structural engineer to assess condition of main shelter. May need to demo and start new construction. Will report findings to board members as soon as inspection is completed.

Discussion was held to install restroom at Cherry Valley and Reddington Road bike path parking lot. Director to meet with Newark to discuss potential installation and budget.

Mr. White interested in working with Director Campitelli to provide a contract to Eagle Scouts if service projects are occurring on district land.

## 8) New Business

- a) Licking Park Board members were invited to attend a board member training held by The Licking County Foundation, March 7, 2-5 pm. Schedule conflicts with members will make attending difficult.
- b) Discussion was held for making the Volunteer Coordinator position full-time. Job description update to board and probationary period to start with next pay period. Incumbent to reach hourly increase of \$16.00/hr upon completion of probation. Motion was made to approve full time position by Mr. Bradley, seconded by Mr. White.
- c) Newark Park Gazebo project was shared with board members. Partnership between the City of Newark, Licking County and Licking Park District could occur upon completion of a gazebo/park at Old Children's' Home site on Main St. Director Campitelli to meet and discuss maintenance and/or repair agreement with partners. Board members were informed a small financial commitment may be needed in the 5-8 K range. Responsibilities of LPD would include programming and routine maintenance. City of Newark has already secured 90 - 95 % of funding for the project.
- d) Discussion was held for possible additional river access along a few sections of the tributaries that make up the Licking River. Kayaking has become very popular around the area. It was noted that most of the time some water areas and sections are very shallow and would not be navigable by boat. Director Campitelli to follow up on potential Buckeye Lake water access for paddle sports brought to his attention by Licking County Public Engineer.
- d) Discussion was held on possible future land purchase by TJE with Heath to correct an intersection alignment at Irving Wick and South Fork Rd. Would provide LPD potential opportunity to construct parking lot for existing bike path.

## 9) Adjournment - Meeting adjourned at 7:58 pm

Mr. Bradley moved, Mr. Waugh second to adjourn meeting.  
Motion carried by unanimous vote.

**Next Regular Meeting** - Wednesday, March 20, 2019. 6:00 pm  
Infirmary Mound Park.