

Licking Park District
Board of Licking Park District Commissioners
Regular Meeting – February 21, 2018
Licking Park District Office - Infirmary Mound Park

Board Chair Mr. Kiracofe called the February 21, 2018, Regular Meeting to order at 6:12pm in the Licking Park District office.

1) Roll Call

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

Absent: Mr. Moseley; Ms. Sjostrand-Post.

Staff: Director Campitelli; Ms. McAdams

2) Comments from the Public

None

3) Approval of Minutes

a. January 17, 2018 special meeting

Mr. Bradley moved, Mr. Holloway seconded, to approve the January 17, 2018 special meeting minutes.

Motion Carried by Unanimous Vote.

b. January 17, 2018 regular meeting

Mr. Bradley moved, Mr. Holloway seconded, to approve the January 17, 2018 regular meeting minutes.

Motion Carried by Unanimous Vote.

4) Financial Report

a. Financial Report

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

Mr. Bradley moved, Mr. Holloway seconded, to accept the January 2018 Financial Report.

Motion Carried by Unanimous vote.

5) Approval of expenditures and January 2018 payroll

a. January Payroll and Expenditures

January Payroll- \$17,959.20

6029 Expenses over \$1,000

- \$1,501.94 Gatehouse Media Ohio (Dispatch) December Monthly Program Guides
- \$17,896.00 Public Entities Pool- Insurance
- \$1212.50 Phoenix Graphix- October- December Services
- \$1,075.00 Carolina Biological Supply (Program Supplies)
- \$3994.16 Corporate Payment Systems (Program Supplies)

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

Motion Carried by Unanimous Vote.

Then and Now Resolution #429 M&H Screen Printing \$298.00

Mr. Bradley moved, Mr. Holloway seconded, to adopt Resolution #429.

Motion Carried by Unanimous Vote.

6) Director's Report

a. Project Status

i. ODOT TAP Grant Update - Ohio Greenway Canal

Director Campitelli updated the Board on the Ohio Greenway Canal ODOT Tap Grant, advising that the letter of intent has been submitted to ODOT. ODOT has advised that the covered bridge will meet grant requirements and an invitation to apply for the TAP grant is expected.

Discussion followed.

ii. Community Development Block Grant -Ohio Canal Greenway Bridge

Director Campitelli advised the Board that LPD had been awarded a Community Development Block Grant for reroofing, redecking and some siding/railing wood replacement on the covered bridge of the Ohio Canal Greenway. The grant was made possible through the Licking County Planning Commission. An environmental assessment is to be scheduled, then grant agreements will be put in place in April and request for proposals will go out in May. Repair work could possibly begin in June.

iii. Hazardous tree removal scheduled at Morris Woods

Director Campitelli advised the Board that the tree removal is scheduled to be completed within the next week.

iv. Office Stairwell

Director Campitelli advised that he has met with the state's contract service vendor IAP to discuss possible projects. He expects to use repair of the office stairwells as a possible initial project through them.

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 committee met in January and will be meeting again after Mr. Moseley returns from vacation. He advised there were no updates at this time. Director Campitelli stated that he is planning for field mowing at Infirmary Mound and at Taft South.

7) Old Business

a. Volunteer coordinator / seasonal maintenance positions

Director Campitelli updated the Board on the receipt of volunteer coordinator and seasonal maintenance applications. He advised that he had received no seasonal maintenance applications and nine volunteer coordinator applications with interviews scheduled for the following week.

Discussion followed.

a. Truck Delivery

Director Campitelli updated the Board on the status of the new Ford pick up truck, advising the production was on schedule and delivery was expected in March.

b. Boyd Wilkin Farm Lease

Director Campitelli advised the Board that there is a new farm manager at Farmers National for the Boyd Wilkin farming lease. Due to the departure of the previous manager, no draft farming lease has been submitted for LPD's review. Director Campitelli is scheduling a meeting with the new farm manager.

Discussion followed.

8) New Business

a. Administrative Assistant position

Director Campitelli advised that he had received notice from Administrative Assistant Heather Glaser that she has accepted a position with the Licking County Auditor's Office and that March 9 will be her last day with LPD. The position will be posted as soon as possible through the County Human Resources Department.

Discussion followed.

b. 3 Guys - Littens Lane erosion repair

Director Campitelli advised that topsoil would be brought in and seeding done in Spring to complete the project.

c. Granville Bike Path Repair

Director Campitelli advised that he has contacted the County Engineer to arrange to meet to discuss possible repair methods for the eroding area just west of the Granville Rotary Bridge. The path will be closed for safety until repair can be made.

Discussion followed.

9) Adjournment

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

Motion Carried by Unanimous Vote.

Meeting Adjourned at 7:50pm

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