

Licking Park District Commissioners
Minutes of Regular Meeting – September 16, 2020

Board Chair Mr. Kiracofe called the September 16, 2020, Regular Meeting to order at 6:03pm at the James Bradley Center, Infirmary Mound Park.

1) Roll Call

Present: Mr. Kiracofe, Mr. White, Mr. Moseley, Ms. Sams, Mr. Bradley

Absent:

Staff: Ms. Lohrman, Director Waugh

2) Comments from the Public

None

3) Approve agenda items / Request for additional agenda items

Mr. Bradley moved, Mr. White seconded to approve the September 16, 2020 regular meeting agenda items.

4) Approval of Minutes

a. August 19, 2020 Meeting Minutes

Mr. Bradley moved, Mr. White seconded to approve the August 19, 2020 regular meeting minutes.

Motion carried by unanimous vote.

b. September 9, 2020 Special Meeting Minutes

Mr. Bradley moved, Ms. Sams seconded to approve the September 9, 2020 special meeting minutes.

Motion carried by unanimous vote.

5) Financial Status of Park District

a. August Financial Summary

Director Waugh presented the August 2020 financial summary report to the Board. Transfers were made to the Contract Services account (6029-5312) for work being completed around the park & the Equipment account (6029-5350) for purchase of new truck. Director Waugh has also stated he has been in contact with Mr. Cottrell from the Auditor's office for clarification on the amount of available funds in the Bike Path fund (3144). Mr. Bradley asked about the balances of the accounts in the Licking County Foundation funds & Director Waugh stated that those are included in the director's report. Ms. Sams asked for clarification on Year To Date balances for revenues & expenses & suggested sitting down with Director Waugh & learning how to interpret the large financial packet that is submitted each month.

Mr. Bradley moved, Ms. Sams seconded to approve the August 2020 financial summary.

Motion carried by unanimous vote.

6) Approval of August 2020 Revenue & Expenses

a. August 2020 Revenue & Expenses

Director Waugh presented the August 2020 Revenue & Expenses to the Board.

Mr. Bradley asked about how we acquired the CARES Act reimbursement. Director Waugh explained that the health department contacted us for a list of COVID related expenses & Ms. Lohrman submitted all receipts relating to it. Discussion also took place on mowing frequency & performance of Claggett Landscape in their first year of their contract.

Mr. Bradley moved, Mr. White seconded to accept the August 2020 revenue & expenses.

Motion carried by unanimous vote.

7) Old Business

a. ORC requirement to pass Board resolution accepting land, grants & cash donations

Director Waugh, Asst Prosecutor Carolyn Cairns, Jim Bradley, Dick Moseley and Sam White attended a hearing with Judge Hoover. Judge Hoover asked for a judgement entry to be prepared. Ms. Sams asked how we handle cash donations & Director Waugh stated we need to check with our solicitor on the protocol for donations if we are unsure.

b. USFW contracts signed & sent

Director Waugh updated the Board on Fish & Wildlife's progress on spraying the two future prairies at Infirmary Mound Park & one at Newell. Seeding will take place in the spring at IMP, seeding is expected to take place in the winter at Newell, possibly January or February.

c. Ford F150 has been ordered, may take 2 months for delivery

Director Waugh updated the Board on the status of the new truck that was ordered.

d. Rutherford property - Updates/discuss

Director Waugh explained that he may be able to apply for an OPWC / NRAC grant to purchase the Rutherford property, December 11, 2020 is the deadline. Director Waugh suggested asking Sue Spiker, formerly with the Licking County Planning Department, for assistance on writing this grant. Mr. Moseley asked if we had a selling price from the owners & Director Waugh explained the only thing he has is an appraisal of \$2M that was indicated by the family. A purchase price has not been discussed. Mr. Kiracofe suggested getting soil samples before purchasing & Director Waugh suggested having the wetland scored too. Ms. Sams expressed concerns for funds & what the Board's long-term goals are & that discussion needs to take place on what our plans would be for this property, especially if we move

forward with the Maple Bay project. She thinks we should make a presence in other parts of the county, not just focus on Granville. She also would like to get staff's input on what could be done with the property or future properties. Mr. Kiracofe followed up with concerns for maintenance costs. Mr. Bradley suggested partnering with Granville Rec to help with costs & maintenance. Ms. Lohrman suggested using the house on the property for AmeriCorp housing. Mr. White is concerned that the deadline for the grant is too soon, we need to take time to do our research. Mr. Moseley agreed & suggested we get a "windshield" appraisal. Mr. Bradley moved, Mr. White seconded to tell Emily Rutherford the Licking Park District has an interest to pursue this property. The Board authorized Director Waugh to spend up to \$10,000.00 to acquire documentation for the appraisal & grant application.

8) New Business

a. Special Item Follow Up

i. Budget Commission - LPD certification of levy income \$1,029,314.00

Mr. Moseley moved, Ms. Sams seconded to approve the certification of the 2021 levy income.

Director Waugh discussed the Auditor's need to have the Board approve Resolution 2020-02 to certify levy income \$1,029,314.00 for 2021.

Ms. Sams asked when LPD was going on the ballot & Director Waugh stated either Nov. 2021, March/May 2022, or Nov. 2022.

Roll call vote - Mr. Moseley - yea; Ms. Sams - yea; Mr. Bradley - yea; Mr. White - yea; Mr. Kiracofe - yea

Motion carried by unanimous vote.

ii. Berming on TJ Evans Trail where paved (33,880 LnFt) in 2020 \$43,117.16

Mr. Bradley moved, Mr. White seconded to approve berming on TJ Evans Trail. Director Waugh explained the need to berm the newly paved portion of the bike path to eliminate the severe drop on the sides of the path & weeds along the edge.

Roll call vote - Mr. Moseley - yea; Ms. Sams - yea; Mr. Bradley - abstained; Mr. White - yea; Mr. Kiracofe - yea

Motion carried by majority vote.

iii. Trail Maintenance Invasive Control and clearing

1. Bike Trail System \$15,000.00

Mr. Moseley moved, Mr. Bradley seconded to approve trail maintenance invasive control & clearing. Director Waugh discussed the need to take preventative maintenance measures to clear low hanging limbs & dead trees along the paths.

Motion carried by unanimous vote.

2. Park paths \$15,000.00

Mr. Bradley moved, Mr. White seconded to approve trail maintenance invasive control & clearing. Director Waugh discussed the need to take preventative maintenance measures to clear low hanging limbs & dead trees along the natural surface paths & push back overgrowth.

Motion failed.

Board asked for pictures of issues & to be shown what the issues are.

iv. Eco-Counter, car counting hardware \$3,500.00

Mr. Bradley moved, Mr. Moseley seconded to approve the purchase of an eco-counter, car counting hardware for \$3,500.00. Director Waugh explained this is the brand LCATS uses & it will determine how many cars go in & out of the park & can also distinguish vehicles with trailers (horse trailers). It can also record the time. Ms. Sams asked what other things can these counters track & will the info be used for things such as grants. Director Waugh suggested using data for grants but it would be nice to know what the park's visitor stats are & what the trends are for each month. Mr. Kiracofe stated that while attending the OPRA conference in February, knowing park visitor attendance helps guide things like programming, events, & park upgrades.

Roll call vote - Mr. Moseley - yea; Ms. Sams - nay; Mr. Bradley - nay;

Mr. White - yea; Mr. Kiracofe - yea

Motion carried by majority vote.

v. Natural Playground, Master Plan \$21,000.00

Ms. Sams moved, Mr. White seconded to approve the Natural Playground Master Plan for \$21,000.00

Director Waugh discussed the plan for a natural playground. He & Anne visited the willow farm in Roseville to look at the living willow structures. He received a quote for \$21,000 from POD Design Group to draw up a preliminary layout. Anne could do some work in-house but this company will help with the safety aspect & the proper flow to each feature. He will get a second quote from individuals that helped with the Audibon natural playground. Mr. Kiracofe explained that \$80,000 was put in the budget for the natural playground this year & that staff should be utilized in the planning & layout.

Mr.

Moseley asked for clarification of what a natural playground consists of. Mr. White agreed that some things could be done by staff but another company should be brought in to help with safety concerns. Board consensus is that more quotes should be received & taking a field trip to tour one or two other natural playgrounds would be beneficial.

Mr. Bradley moved, Mr. Moseley seconded to table this issue until further information can be presented to the Board.

Roll call vote - Mr. Moseley - yea; Ms. Sams - yea; Mr. Bradley - yea;
Mr. White - yea; Mr. Kiracofe - yea
Motion carried by unanimous vote.

b. Director's Report

Director Waugh provided the Board a brief overview of additional current projects/topics. Discussion took place on the following:
Hike/Bike/Paddle partnership with Explore Licking County, Park Bingo, News Releases, Clearing of pond near maintenance shop, batwing mower replacement. Mr. Bradley asked about the status of the maintenance agreements for the bike paths & Director Waugh said he is waiting for the city of Heath's response, Mr. White suggested checking with local corporations for donations for the natural playground.

9) Adjournment

Mr. Moseley moved, Mr. White seconded to adjourn.
The meeting adjourned at 8:33pm.

Next Regular Meeting October 21, 2020 6:00 PM at Infirmary Mound Park - JBC