

Licking Park District Commissioners
Minutes of Regular Meeting – December 15, 2021

Board Chair Mr. Kiracofe called the December 15, 2021, Regular Meeting to order at 6:00pm at the James Bradley Center, Infirmary Mound Park.

- I. Roll Call
Present: Mr. Moseley, Mr. Bradley, Ms. Sams, Mr. Kiracofe
Absent: Mr. White
Staff: Ms. Lohrman, Director Waugh, Mr. Brookover

- II. Comments from the Public
None.

- III. Approve agenda items / Request for additional agenda items
Mr. Bradley moved, Mr. Moseley seconded to approve the December 15, 2021 regular meeting agenda items.
Motion carried by unanimous vote.

- IV. Approval of Minutes
 - A. November 17, 2021 Regular Meeting Minutes
Mr. Bradley moved, Mr. Moseley seconded to approve the November 17, 2021 regular meeting minutes.
Ms. Sams abstained from voting.
Motion carried by majority vote.

- V. Financial Status of Park District
 - A. November 2021 Financial Summary
Mr. Bradley moved, Ms. Sams seconded to approve the November 2021 financial summary.
Director Waugh presented the November 2021 financial summary to the Board.
Motion carried by unanimous vote.

- VI. Approval of November 2021 Revenue & Expenses
 - A. November 2021 Revenue & Expenses
Mr. Bradley moved, Ms. Sams seconded to approve the November 2021 revenue & expenses.
Director Waugh presented the November 2021 Revenue & Expenses to the Board.
Motion carried by unanimous vote.

- B. Resolution 2021-12 MidOhio Security, Taft Security Monitoring, \$329.45
Mr. Bradley moved, Ms. Sams seconded to approve Then & Now Resolution 2021-12 for MidOhio Security, Taft Security Monitoring for \$329.45.
Motion carried by unanimous vote.

VII. Old Business

- A. Newell Trail Update, trees removed & advertisement expected in January
Director Waugh updated the Board on the Newell trail status. Trees were removed from the future path location before an April deadline for loose bark trees per environmental concerns. The construction will go out to bid on 01/24/2022 & estimated construction completion date is 05/20/2022.

- B. AEP Right-of-Way request at Boyd Wilkin
Mr. Bradley moved, Mr. Moseley seconded to approve the AEP Right-of-Way request at Boyd Wilkin. This approval will allow Mr. Kiracofe to sign the Right-of-Way document which gives AEP a wider easement. AEP will send LPD a check for the additional Right of Way and the trees that will be removed.
Mr. Bradley is concerned about where to put these funds so they can be used specifically for projects at Boyd Wilkin. Director Waugh stated he will talk to the Licking County Foundation and the Auditor's office about where to deposit the funds.
Motion carried by unanimous vote.

- C. Levy Committee update
Director Waugh stated he would send Thank You cards. He also received the official letter from the Secretary of State regarding the passing of the levy. He stated that Mr. Kiracofe is working with a levy volunteer to establish a website that will be updated regularly by a volunteer so the LPD levy committee maintains a presence and is ready for the next levy.
Mr. Kiracofe stated he would talk to Mr. O'Brien, treasurer, about having periodic fundraisers between now & the next levy.

VIII. New Business - Special Item Follow Up

- A. Introduce new employee - Charles Brookover
Director Waugh introduced Mr. Brookover, the new maintenance employee, who was hired 11/08/21. Mr. Brookover is a skilled heavy equipment operator who worked for Richland Township in Fairfield County as their sole road worker. He also worked for Franklin County Metroparks at Slate Run as an interpreter & maintenance.

- B. Newell Trail will require special Board meeting in January

Director Waugh stated a special board meeting will be needed the fourth week in January to approve the construction bid for the Newell Trail following approval of documentation from the Knox County Commissioners.

C. Lighting at Dog Park

Director Waugh stated he has contacted Holophane & AEP about installing lights at the Paws 2 Play dog park at Infirmary Mound Park, one in the parking lot & at least one in the park. He is waiting on a call back from AEP.

D. Bridge Deck Replacement TJE near Christmas Tree Farm - \$20,400

Mr. Moseley moved, Mr. Bradley seconded to approve spending \$20,400 to replace the bridge deck on TJE bike trail near the Christmas Tree Farm. This is a narrow bridge; it will be widened to be the same width, 10 feet, as the other new bridges.

Director Waugh confirmed that these funds are included in the 2022 budget. Motion carried by unanimous vote.

E. Bridge Replacement & Substructure work 1st Bridge west of Moots Run - \$19,400

Mr. Bradley moved, Ms. Sams seconded to approve spending \$19,400 to replace the bridge & complete substructure work on the first bridge west of Moots Run Rd. The same specs will be used that are being used for other recent bridges.

Motion carried by unanimous vote.

F. Design for walking path at Mirror Lake - \$8,638

Mr. Bradley moved, Mr. Kiracofe seconded to approve spending \$8,638 to complete design for a walking path at Mirror Lake.

Director Waugh explained that a design is needed for path specifications & ADA dock. ODNR has approved constructing this project on the dam. The total estimated cost for the design & construction of the dock & path is \$130,000. He currently has Ms. McAdams researching docks. He would like to have this project completed by Memorial Day 2022.

Mr. Moseley asked why a design is needed for the path. Director Waugh stated a design is needed for specifications since it is an ADA path, it crosses over the manual overflow, & because it goes next to wetlands on the north side of the lake. Director Waugh stated the design company suggested putting in riprap to protect the wetland area since the path is narrower there. Mr. Bradley is concerned about the heavy equipment that will be used on the dam. He also asked if the path would be wide enough for users to pass each other without falling off the path or wide enough to be able to move around

fishermen. He stated this project started at \$35,000 & has now progressed to over \$100,000.

Mr. Kiracofe stated that while campaigning for the levy, entities were very supportive of this project. Director Waugh stated that during the Newark Advocate's editorial board presentation, one question that was asked was what LPD was doing for ADA compatibility and those with physical limitations. Director Waugh stated that is why items were added to the Nature Playscape & why this path was presented.

Ms. Sams stated this project was voted down at a previous board meeting, however the path at the time only went halfway around the lake, now it is going all the way around the lake & triple the cost. She's not in favor of a project being done only because someone promised it during the levy campaign. She is in favor of the dock & a small path but feels other areas of the park need ADA accessibility before such funds are used on a walking path, such as ADA accessibility to the shelters.

Mr. Kiracofe explained that it wasn't a levy campaign promise, it was only a discussion.

Ms. Sams is concerned that this walking path project was not board approved but it somehow ended up being added to the 2022 budget.

Ms. Sams moved to amend, to remove the path from the design & only complete a design for the dock, access to the dock from the parking lot, & access to Shelter 6. Mr. Bradley seconded the motion. Mr. Waugh stated that he would need to get another estimate for this new proposal.

Ms. Sams also stated the dock needs to be able to accommodate fishermen & anyone wanting to use the launch and suggested maybe 2 docks would be necessary.

Director Waugh stated fishermen wouldn't be using the dock when the ADA launch is in use. The launch will only be used during paddling events specifically for handicap paddlers where ADA certified instructors would be brought in to help.

Ms. Sams & Ms. Lohrman both clarified that the launch should be open for daily use, regardless if LPD is having an event. Ms. Sams stated that anyone who hears that Infirmity Mound Park has an ADA accessible launch, will want & expect to be able to use it on their own.

Mr. Bradley moved to table this project until the January 2022 board meeting.

Mr. Moseley seconded the motion.

Motion carried by unanimous vote.

G. Pataskala request for parking area at Tyler Powell

Director Waugh spoke with Lenier Crawford, Pataskala Parks, to discuss cost sharing possibilities for a parking lot at the Tyler Powell Preserve. It was proposed to put in a parking lot on Pataskala's property and construct a walking path that would provide access to both Pataskala & LPD property. Mr. Moseley is concerned that the driveway access to both properties is only wide enough for one vehicle & suggested adding a pull-off at the halfway point to allow cars to pass.

Ms. Sams inquired about the miles of trails that would be added. Director Waugh was unsure of the exact distance. He also stated steep ravines where the Muddy Fork creek passes through the Reserve can't be crossed, making part of LPD property inaccessible.

Ms. Sams suggested installing a rope bridge so that portion of the LPD property could be accessed. Director Waugh stated the cost would most likely be too high to install a bridge.

H. Municipal Partner Funding policy

Mr. Kiracofe stated that during the levy campaign, the levy committee proposed that the Park District would set aside \$150,00 per year to share with local municipalities for shared projects. He stated the board should develop a policy as to what kind of projects the Park District will help fund and how much each municipal entity could anticipate receiving over a 5 year period. He presented the board members with a fact sheet for their review and input. It will be discussed at the January 2022 board meeting. He asked board members to share their ideas with Director Waugh and himself so a draft policy could be developed.

Mr. Moseley voiced concern about using Park funds on property that wasn't owned by LPD. Mr. Bradley stated that an agreement must be signed before moving forward on any project.

Mr. Waugh stated he had emailed Ms. Carnes at the Prosecutor's office regarding Mr. Moseley's concerns and has not heard back yet.

Ms. Sams stated that a question was asked of her if the budget would be going on the website. Mr. Kiracofe stated that he had looked at other public entity websites and budgets were not normally put on their websites but would be available if a public records request was received.

IX. Director's Report w/PPT

A. Director's Report

Director Waugh provided the Board a brief overview of additional current projects/topics. Discussion took place on the following:

Foundation Park signage, 1500 Trees group planted trees at nature playscape, Johnstown Dog Park grand opening, Tree clearing at Newell, Taft upper barn organization, Appomattox Trail water bar work with OHC

volunteers, culvert installs at IMP, new office copier.

Ms. Sams asked if the trash at Staddens had been picked up. Director Waugh stated it had & a cable was put up to close the lot for the winter.

- X. Executive Session for the purpose of employment/compensation of public employee
Mr. Moseley moved, Mr. Bradley seconded the motion for the Board to go into executive session, per ORC 121.22(G)(1), for the purpose of Employment of Public Employee & Compensation of Public Employee.

Roll call vote: Mr. Bradley-Yea, Ms Sams-Yea, Mr. Moseley-Yea, Mr. Kiracofe-Yea.

The Board entered into Executive Session at 8:05pm.

The Board returned from the executive session at 9:01pm.

Mr. Bradley moved, Ms. Sams seconded that all employees are to receive a 3% cost of living allowance for 2022 beginning on the first pay period of 2022.

Roll call vote: Mr. Bradley-Yea, Ms. Sams-Yea, Mr. Moseley-Yea, Mr. Kiracofe-Yea.

Motion carried by unanimous vote.

Mr. Moseley moved, Mr. Bradley seconded to adjust Director Waugh's annual salary to \$85,000 per year, after the 3% cost of living allowance, and to give Director Waugh the choice of either an additional \$1,000.00 salary increase commencing with the first pay period of 2022 or one additional week of paid vacation annually.

Roll call vote: Mr. Bradley-Yea, Ms. Sams-No, Mr. Moseley-Yea, Mr. Kiracofe-Yea.

Motion carried by majority vote.

- XI. Adjournment

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

Motion carried by unanimous vote.

The meeting adjourned at 9:07pm.

Next Regular Meeting January 19, 2021 6:00 PM at Infirmary Mound Park - James Bradley Center