

Licking Park District Commissioners
Minutes of Regular Meeting – January 19, 2022

Board Chair Mr. Kiracofe called the January 19, 2022, Regular Meeting to order at 6:00pm at the James Bradley Center, Infirmary Mound Park.

Mr. Kiracofe instructed Director Waugh to review correspondence from Judge Lang's office which stated the Judge has received four applications for Park Board of Commissioners &, due to her caseload, hasn't had a chance to review them. After discussing with Ms. Carnes at the Prosecutor's office, Mr. White & Ms. Sams can attend board meetings as members of the public but can not vote.

I. Roll Call

Present: Mr. Moseley, Mr. Bradley, Mr. Kiracofe

Absent:

Staff: Ms. Lohrman, Director Waugh

II. Election of Officers - Organizational Meeting

Director Waugh asked for nominations for Chairman.

Mr. Bradley nominated Ms. Sams. Mr. Kiracofe stated she isn't an active board member.

Mr. Moseley nominated Mr. Kiracofe. Mr. Kiracofe seconded.

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

Motion carried by majority vote.

Mr. Mosley moved to postpone nominations for Vice Chair until the February board meeting when a full board is present. Mr. Kiracofe seconded the motion.

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

Motion carried by unanimous vote.

Mr. Bradley stated the Chairman position should've been postponed too.

III. Park Board Meeting Dates 2022 (February 2022 - January 2023)

Mr. Kiracofe presented the 2022 meeting dates as the third Wednesday of the month at 6:00pm.

Mr. Bradley moved, Mr. Moseley seconded to hold Board meetings the third Wednesday of the month at 6pm.

Motion carried by unanimous vote

IV. Comments from the Public

Mr. White & Ms. Sams attended the meeting as members of the public since Judge Lang has not yet re-appointed them or appointed new board members.

V. Approve agenda items / Request for additional agenda items
Mr. Moseley moved, Mr. Kiracofe seconded to approve the January 19, 2022 regular meeting agenda items.

Mr. Bradley asked to add the following items:

M). Donation from the Bradley family.

N). Purchasing of Property

1. Smith property adjacent to Taft Reserve
2. Union Station property south of Infirmary Mound Park
3. Huffman Property Easement along Linnville Rd

Motion carried by unanimous vote.

VI. Approval of Minutes

A. December 15, 2021 Regular Meeting Minutes

Mr. Bradley moved, Mr. Moseley seconded to approve the December 15, 2021 regular meeting minutes.

Motion carried by majority vote.

VII. Financial Status of Park District

A. December 2021 Financial Summary

Mr. Moseley moved, Mr. Bradley seconded to approve the December 2021 financial summary.

Director Waugh presented the December 2021 financial summary to the Board. He stated \$54,799.68 in tax receipts was posted in December but the Auditor's office is currently investigating this deposit. In the past, LPD has received a deposit for tax receipts at the end of the year, however LPD received a deposit of \$55,097.04 in November. The December deposit was unusual so Mr. Cottrell at the Auditor's office is looking into it.

Motion carried by unanimous vote.

VIII. Approval of December 2021 Revenue & Expenses

A. December 2021 Revenue & Expenses

Mr. Bradley moved, Mr. Moseley seconded to approve the December 2021 revenue & expenses.

Director Waugh presented the December 2021 Revenue & Expenses to the Board.

Motion carried by unanimous vote.

IX. Old Business

A. Newell Trail Update, Bids to be opened 01/25/22

Director Waugh moved to X.B). *Newell Trail will require special Board meeting in January.*

- B. AEP Right-of-Way at Boyd Wilkin - Auditor's suggestion regarding money
Director Waugh stated the Auditor recommended creating a spreadsheet to track funds dedicated to Boyd Wilkins projects. Director Waugh stated Ms. Lohrman already has spreadsheets created for other funds so she will add one for Boyd Wilkins. The R/W money was deposited into accounty 6029.

X. New Business - Special Item Follow Up

- A. Lobdell Disc Golf Pit Toilet - NCI \$32,750; Labor \$6,750; PTI \$6,500
Director Waugh reviewed the multiple quotes he received for installing a pit toilet at the Lobdell Disc Golf park. He stated the EPA informed him LPD needed to get a permit for the installation, which would cost \$6,500 to complete the documentation for EPA approval.
Mr. Bradley & Mr. Moseley are concerned about vandalism & how much repairs would cost.
Director Waugh asked to spend up to \$32,750 for the pit toilet, up to \$6,750 for labor to install, & \$6,500 for a permit to install.
No motion was made.

Mr. Kiracofe stated the board needs to decide whether we want to install better facilities or keep using portable toilets.

- 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. He stated the Commissioners will be opening the bids on Tuesday, January 25, 2022 and they will need LPD approval in order to proceed. Depending on what bids come in, Licking County's estimated construction cost will be around \$119,000, which LPD will only pay 25% of that cost, which is estimated to be around \$30,000. LPD is expected to get \$20,000 in donations so LPD's final estimated cost will be around \$10,000.
Mr. Bradley moved, Mr. Moseley seconded to approve up to \$130,000 for the LPD share of construction cost of the Newell Trail, making Licking Park District's share an estimated \$32,500.
Motion carried by unanimous vote.

- C. Lighting at Dog Park; Southeastern Electric \$21,725
Mr. Bradley moved, Mr. Moseley seconded to approve spending \$21,725 for lighting at the Infirmary Mound Park Dog Park.
Director Waugh explained the new lights for the dog park will be on a timer & will shut off at 9pm.

Mr. Moseley is worried about suspicious after-hours activities. Ms. Lohrman reminded him that the Bradley Center is open until 11pm with no issues being reported.

Director Waugh suggested cameras could be installed that read license plates in order to deter crime if that becomes an issue.

Motion carried by unanimous vote.

- D. Nature Playscape Phase 2 - \$62,437 - NatureWorks 75% reimbursable grant up to \$42,750

Mr. Moseley moved, Mr. Bradley seconded to approve spending up to \$62,437 for Phase 2 of the Nature Playscape.

Director Waugh explained Urban Wild has quoted \$62,437 for Phase 2 of the Nature Playscape. Since this amount is over \$50,000, it may have to go out to bid, however Ms. Balogh has a conference call scheduled with ODNR to find out if that is the case. Urban Wild completed Phase 1 & with their expertise & artistic capabilities, LPD wants Urban Wild to complete the other phases. Director Waugh also stated prevailing wages might have to be paid so that may make the cost go up. He added that the Licking County Foundation has approved a grant of \$12,000/year for the next three years for helping with construction costs of the Nature Playscape. First grant expected in February 2022.

Motion carried by unanimous vote.

- E. Columbus Flyer Disc Golf organization - Master Plan for Riverview

Mr. Bradley moved, Mr. Moseley seconded to move forward with reviewing Columbus Flyer Disc Golf organization's plans to construct and manage a disc golf course at Riverview Reserve.

Mr. Moseley doesn't believe LPD should be investing money in this project. If the organization wants to implement this, they should be footing the bill.

Mr. Bradley encouraged Director Waugh to discuss these plans with the residents of & near Ohio Street - South Newark Civic Association.

Mr. Kiracofe thinks having an organized group & events at the park will help deter unwanted activity that is occurring at the park currently.

Director Waugh stated LPD has been looking for something to do at Riverview at a low cost & this would be a good project to look into.

Motion carried by unanimous vote.

- F. Berming on TJE trail from Cherry Valley area to SR16 - Budget \$25,180 / 2

Mr. Bradley moved, Mr. Moseley seconded to approve spending \$25,180 to add berm on TJE trail from Cherry Valley Rd to SR16.

Director Waugh explained this would be a cost share effort between the city of Newark & LPD with total cost being \$25,180.

Motion carried by unanimous vote.

- G. Design for walking path, ADA ramp & ADA boat dock at Mirror Lake - \$8,638
Tabled

No motion made. Item remains tabled.

- H. Pataskala request for parking area at Tyler Powell Quote \$15-20,000
Director Waugh discussed Pataskala's suggestion to hire an expert to evaluate the landscape at LPD's Tyler Powell Preserve & the city of Pataskala's adjoining land in order to determine the best location for paths, a parking lot and landscaping. Due to both properties having unusual contours, valleys, & a creek, the city believes it is best to have an expert evaluate the lands & determine the best location for features.

Director Waugh has received an estimated cost to install a parking lot from JAW Excavating for \$15,000-\$20,000. A land study could cost an additional \$20,000-\$30,000.

Director Waugh suggested talking to Tim Hicken & getting his thoughts on having a landscape study completed.

The Board needs more information regarding the cost of hiring an expert & if the cost is too high, a lower cost plan needs to be discussed.

- I. Johnstown Bike Trail Maintenance Agreement

Mr. Bradley moved, Mr. Moseley seconded to approve the Johnstown Bike Trail Maintenance Agreement

Item #5 was added to cover projects outside of the bike path. It states LPD shall assist the city on other mutually agreed upon park related projects, not identified in item #1.

Mr. Bradley asked how this is different from the municipal partner agreement. He believes the cities with bike trail agreements are getting more money than other municipalities with no bike paths.

Motion carried by majority vote.

- J. Boyd Wilkin barn wall support \$14,000

Mr. Bradley moved, Mr. Moseley seconded to approve GM General Contractor's quote of \$14,000 to rehab the Boyd Wilkin barn foundation wall. Funds from the farm management account will be used for this project.

Director Waugh also got a quote from Lynn's General Services for \$32,500.

Motion carried by unanimous vote.

- K. Parking Lot near Shelter 5 for Nature Playscape \$4,780

Mr. Bradley moved, Mr. Moseley seconded to approve JAW Excavating's quote of \$4,780 to install a parking lot near Shelter 5. Director Waugh stated the gravel would be paid with 101G funds.

Motion carried by unanimous vote.

L. Municipal Partner Funding Policy

Director Waugh distributed notes for the Municipal Partner Funding Policy based on feedback following the December board meeting request for input.

Mr. Kiracofe asked Board members to review.

Mr. Bradley suggested LPD keep the bike path funding separate & put more money towards municipal partners funding so smaller municipalities like Utica, Etna, etc. don't get forgotten.

Mr. Moseley stated outlying townships will utilize the city or village parks so funding townships & smaller municipalities shouldn't be necessary.

Mr. Kiracofe stated all board members need to write down any changes, ideas, or concerns so all other members can review them.

M. Bradley Family Donation

Mr. Bradley stated that there is an estimated \$30,000 in the Licking Park District fund created by him. He is going to match that donation for the next two years (\$33,000/year) to preserve the Bradley Center. This money could be used for maintenance, upgrades, etc. He will talk to Connie Hawk at the Foundation about designating the funds for the facility.

N. Purchasing Properties

1. Smith Property adjacent to Taft

Mr. Bradley suggested Director Waugh approach the property owner about acquiring the property just north of Taft South that has a pond. Director is to determine if the property owner wants to sell and at what cost.

2. Property For Sale on Union Station Rd

Mr. Bradley suggested Director Waugh investigate the property for sale on Union Station Road. He stated this will be a good road access for LPD to have into Infirmity Mound Park.

3. Linnville Rd Access to Taft

Mr. Bradley suggested Director Waugh look into purchasing the Huffman property that LPD is currently using to access Taft North off of Linnville Rd.

XI. 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:

Licking County Covid Policy, Mirror Lake Path & Dock Drawing, Phase 2 of Nature Playscape, Boyd Wilkin drainage work, Grand Monuments gave LPD skids to move Boyd Wilkin sandstones, OH Mountain Bike League August race course proposal at IMP, proposed disc golf course at Riverview, Boyd barn wall issues, vine management on trails & at parks, 1500 tree program, Darrell Hensley passing & donations.

- XII. Executive Session for the purpose of employment/compensation of public employee
Mr. Bradley moved, Mr. Moseley 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, Mr. Moseley-Yea, Mr. Kiracofe-Yea.
Mr. Kiracofe invited Ms. Sams & Mr. White to attend the executive session.

The Board entered into Executive Session at 8:39pm.
The Board returned from the executive session at 8:54pm.

Mr. Bradley moved, Mr. Moseley seconded to approve a \$2.00/hour pay increase for Mr. Brookover, effective at his 3-month evaluation.

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

Motion carried by unanimous vote.

- XIII. Adjournment

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

Motion carried by unanimous vote.

The meeting adjourned at 8:55pm.

Next Regular Meeting February 16, 2022 6:00 PM at Infirmary Mound Park - James Bradley Center