

Licking Park District Commissioners
Minutes of Regular Meeting – November 15, 2023

Board Chair Mr. Kiracofe called the November 15, 2023, Regular Meeting to order at 6:12PM at the James Bradley Center, Infirmary Mound Park.

I. Roll Call

Present: Ms. Campbell, Mr. Kiracofe, Mr. Moseley, Mr. White

Absent: Mr. Jenkins

Staff: Director Lund, Ms. Lohrman, Ms. McAdams, Ms. Balogh

II. Pledge of Allegiance

III. Comments from the Public

Linda Bering (Equestrian Rider) wanted to let the Board know that she and the Ohio Horseman's Council, which has 85 members, is pleased with the condition of the Licking Park District's natural surface trails and the work Ms. Jennings has put into them.

Sharon Chapelear, who is one of the masters of the Rocky Fork Headley Hunt Club, wanted to let the Board know that their club, which has 40 members who live in Licking County, is very appreciative of the Park District & Ms. McAdams for allowing them to use Taft Reserve for their fox hunts.

Ms. McAdams also reminded the Board that the Hunt Club also volunteers to help put on PACE at the Park every year in July and also with tree removal on the natural surface trails if needed.

Jim Bradley suggested to the Board that with the mounds at the Moundbuilders Golf Club getting accepted by the World Heritage foundation, the Park District should get involved with this since there are mounds at Taft & Infirmary Mound Park. He believes Taft should be developed.

IV. Approve agenda items / Request for additional agenda items

Ms. Campbell moved, Mr. White seconded to approve the November 15, 2023 regular meeting agenda items.

Mr. Moseley recommended moving item *IX.A Fritz Drumm Memorial* & *IX.B Hanover Township* to item VIII.

Motion carried by unanimous vote.

V. Approval of Minutes

A. October 18, 2023 Regular Meeting Minutes

Ms. Campbell moved, Mr. Moseley seconded to approve the October 18, 2023 regular meeting minutes.

Motion carried by unanimous vote.

VI. Financial Status of Park District

A. October 2023 Financial Summary

Mr. White moved, Ms. Campbell seconded to approve the October 2023 financial summary.

Director Lund presented the October 2023 financial summary to the Board.

Motion carried by unanimous vote.

VII. Approval of October 2023 Revenue & Expenses

A. October 2023 Revenue & Expenses

Ms. Campbell moved, Mr. White seconded to approve the October 2023 revenue & expenses.

Director Lund presented the October 2023 Revenue & Expenses to the Board.

Motion carried by unanimous vote.

VIII. New Business

A. Hanover Township (Nicole Gieseler) - Government Partnership Fund Application

Ms. Gieseler, Fiscal Officer of Hanover Village, presented the Hanover Village Legacy Park Crosswalk Project to the Board. This crosswalk is a continuation of a larger village project, which is to provide safer pedestrian access throughout the village. The new crosswalk will be located at the entrance of Legacy Park on West High Street, which also connects to the Park District's Panhandle Trail. She stated this crosswalk will allow a safe crossing for kids, park visitors and Panhandle Trail users. She has completed the Government Partner Project Fund application and is requesting Hanover Village's total five year amount of \$5,335.57. The total cost of the project is \$23,000. They have already received a \$3,000 Energy Coop Grant, which they used along with their own funds, to purchase the equipment at a total cost of \$13,000.

They have signed a contract with MP Dory to install the crosswalk. The project is slated to be completed in the spring of 2024 so she is asking for the Park District Board's approval to release Hanover Village's Government Partner Project Fund total five-year amount of \$5,335.57.

Ms. Campbell moved, Mr. Moseley seconded to approve \$5,335.57 be granted to Hanover Village for the Legacy Park Crosswalk Project.

Motion carried by unanimous vote.

The Board agreed since this project is for a park, is connected to the Panhandle trail, and the funds are available in the Government Partner Project Fund, the funds could be made available to Hanover Village.

B. Fritz Drumm Memorial (Dean Schiller) - proposed shelter house, financial assistance from LPD

Joyce Drumm stated that this was the first year the Alexandria Fun Days was held at Fritz Drumm Memorial Park and it was a success so the festival will be held at the park in the future.

Dean Schiller with Alexandria Fun Days stated since the festival was a success, they would like to enhance the park by installing a shelter house at the park. They have been using a tent for years & because of the deteriorating condition of this tent, a shelter is the next step. So far they have raised \$2,000 and are working on other grants and do have other funders. Total cost for a shelter will be roughly \$60,000 for a 80'x40' shelter house, without restrooms or water. They are asking the Park District Board to match funds, depending on how much they can raise.

Mr. Kiracofe asked Mr. Schiller to come back with a couple quotes from builders and in the meantime, Director Lund can review finances to see if funds can be allocated for this project.

Director Lund said he would forward contractor contact information to Mr. Schiller.

IX. Old Business

A. Longwell Miles Memorial Park - status update

Director Lund & Mr. Kiracofe both stated they had no new updates on the Longwell Miles Memorial Park. The Park District is still waiting on Judge Lang's ruling.

Discussion took place on ways to encourage Judge Lang to make a decision so all parties involved can have closure in this matter.

X. New Business - Special Item Follow Up

A. Compensation Consultant

Director Lund has received four proposals but hasn't received references from any of the companies. Once he receives them & conducts reference checks he will present his findings to the Board.

Mr. Moseley stated he would like to hire an Ohio company if possible.

B. General Mowing Services - bid tabulations, award of contract

Ms. Campbell moved, Mr. White seconded to award mowing contract to chosen bidder.

Director Lund stated he is still waiting on references from one company & also, before making a final decision, he would like to interview the companies who bid on the bike path mowing to see a demo of the equipment being used before making a final decision.

Ms. Campbell withdrew her motion, Mr. White withdrew his second of the motion. The Board will wait until Director Lund has performed his interviews before moving forward with a decision.

C. Budget 2024

Ms. Campbell moved, Mr. Moseley seconded to approve the 2024 Budget. Discussion took place regarding the 2024 budget.

Director presented the budget, and recommended that the Maintenance Supplies line, Natural Surface Trails Supplies line and Vehicle & Major Equipment Supplies line all be partially funded at this time as they are substantially higher than in the past. Director Lund noted that funds could be reappropriated later in 2024 if necessary as there are many unknowns. In addition, the Park District has not been able to easily track specific spending in these areas as they were all just included in a general Supplies line. Dividing the general Supplies line into multiple divisions would help to see trends in the future for each category.

Ms. Campbell would like to see the operating budget fully funded and to make reductions to the capital budget.

Director Lund will make edits to the 2024 budget.

Ms. Campbell moved to table the 2024 budget discussion until December meeting, Mr. White seconded the motion.

Motion to table the 2024 budget discussion until December meeting carried by unanimous vote.

D. Program Coordinator - Position Description

Ms. Campbell moved, Mr. White seconded to approve advertising an open position for a Program Coordinator, with a hire date in the first quarter of 2024.

Ms. Balogh explained this position would be under her & discussed what duties this position would perform.

Motion carried by unanimous vote.

E. Smartphone Stipend

Ms. Campbell moved, Mr. White seconded approving a tax free \$50.00 smartphone stipend for Park District staff, if they choose to use their personal phones & not carry a park phone.

Motion carried by unanimous vote.

F. Thanksgiving Eve

Ms. Campbell moved, Mr. Moseley seconded to approve four hours of administrative leave on the Wednesday before Thanksgiving, Christmas Eve, & New Years Eve. If the holiday falls on a weekend, the holiday will be observed on the Friday before the holiday.

Director Lund stated if the Board wants someone in the office on these days, he will stay if necessary.

Motion carried by unanimous vote.

XI. Director's Report

Director Lund presented the Board with his director's report. Discussion took place on the following:

Capital Project Grant Application, RentFun contract signed, mound at Newell removed, Step Outside Grant received, hunting waiver, Government Partner Project Fund application for City of Newark

XII. Adjournment

Mr. White moved, Ms. Campbell seconded to adjourn.

Motion carried by unanimous vote.

The meeting adjourned at 9:11 PM

Next Regular Meeting December 20, 2023 | 6:00 PM at Infirmary Mound Park | James Bradley Center