



MINUTES

Perry County Park District Board - Regular Meeting

September 12, 2022 3:30pm

Crooksville Village Park (small shelter house)

111 East Main Street, Crooksville, OH 43731

- I. Call to Order
Mr. Moore called the meeting to order at 3:37pm
- II. Roll Call
Present: Scott Moore; Fred Redfern; Sue Oberhauser; Tami McAdams.
Absent: (one vacant board position)
Staff: Jessie Bennett - PCPD Naturalist;
Guests: Jack Coll
- III. Approve Agenda Items / Request for additional/revised agenda items
Mr. Redfern moved, Ms. Oberhauser seconded, to approve the September 12, 2022, meeting agenda.
Motion carried by unanimous vote
- IV. Approval of August Minutes
 - A. Mr. Redfern moved, Ms. McAdams seconded, to approve the August 8, 2022, Regular meeting minutes.
Motion carried by unanimous vote
- V. Financial Status of Park District and Approval of Revenue and Expenses
 - A. Mr. Redfern moved, Ms. Oberhauser seconded, to approve the August 2022 revenue & expenses report
Motion carried by unanimous vote
- VI. Comments from the public/guests
None
- VII. Executive Session - Board Member Candidate
Executive Session -Pursuant to ORC 121.22(G)(1) for the purpose of discussing the appointment of a public official.
 - A. Ms. McAdams moved, Mr. Redfern seconded, to enter into executive session pursuant to ORC 121.22(G)(1) for the purpose of discussing the appointment of a public official.
Roll call vote: Scott Moore-yes; Fred Redfern-yes; Sue Oberhauser-yes;
Tami McAdams-yes.
Mr. Coll was invited to the Executive Session by the Board.
The executive session began at 3:52pm and ended at 4:15pm.

- B. Ms. McAdams moved, Mr. Redfern seconded, to return to regular meeting session. Roll call vote: Scott Moore-yes; Fred Redfern-yes; Sue Oberhouser-yes; Tami McAdams-yes.
 - Returned to regular session at 4:16 PM.
 - No action was taken as a result of the Executive Session

VIII. Old Business

- A. HB 377 Appalachian Community Grant - collaboration update

Mr. Moore suggests that the Park District submit to the grant application organizers, a list of potential projects on the county commissioner sites that the Park District has been interested in. (Old Central silica property, Clay Center, Dutcher House at Glenford Fort). Mr. Redfern mentioned that Soil and Water's Gun Club was another property to collaborate on. Mr. Moore to touch base with the county commissioners office and Soil and Water to see if they are making similar submissions. The topics available in the grant are Workforce Development, Downtown Revitalization, and Health, Wellness and Mental Health.
- B. County-wide Park and Recreation/Tourism Project

Mr. Moore updated the Board on the Athens University/Mark Barbash recreation and tourism assets study status. He said Mr. Barbash has advised that they are still working on compiling data from the study and expected to have an update and the new data available by the end of September.

IX. New Business

- A. New Straitsville Signage

Mr. Moore advised the Board that he met with the New Straitsville Village Clerk Sue Miller to discuss and inspect park signage. He noted that the three existing interpretive panel signs were old, very faded, and water damaged. The Board determined it would assist the Village of New Straitsville parks by purchasing replacement interpretive signage for Robinson's Cave and the park there. Mr. Moore arranged with Minuteman Press of Athens to print new signage panels. Ms. McAdams is to obtain a copy of the quote from Minuteman Press, set up a purchase order, and request an invoice after the signs are produced. After the purchase is complete, a request for reimbursement from Lodging Tax funds will be submitted to the County Commissioners. Mr. Moore added that New Straitsville resident and business owner Bill Rockwell has donated the time of two workers and equipment to keep the park and museum area mowed, clean and trash picked up on a regular basis.
- B. 2023 Budget- initial discussion

The Board discussed the upcoming budget process for 2023. Ms. McAdams is to send a copy of the 2022 budget to Board members for review and set up a document on Google Drive for all board members for budget input and collaboration prior to the October meeting. It is anticipated that representatives of the Board will meet with the

County Commissioners toward the end of October to present the PCPD proposed budget request.

C. Strategic Plan Discussion

Mr. Redfern recommended that the Board began to plan for the development of a Strategic Plan. The Board discussed this idea and determined that in 2023, a one-year plan should be created, followed by a three-year, and a five-year plan in the appropriate future years.

D. Commissioner's Glenford Property (Central Silica)

1. Management Plan

The Board discussed potential projects and uses for the County Commissioner's Glenford Property (Central Silica), including prairie pollinator field plantings (maybe in partnership with US Fish and Wildlife Service), location for Scouts to work on merit badges, and do overnight camping activities, Native American cultural activities and interpretive site, hiking trails, research and education activities.

E. Programming Report

Ms. Bennett gave an update on recent and upcoming programming and events. She plans to work on park highlight/marketing videos later this fall for Youtube, Facebook, and our website.

1. Upcoming programs

-Six Storytime programs for Perry County District Library at various locationsCorning, Junction City, Thornville, Somerset, Crooksville, and New Lexington.

-Sept 30 - Sheridan Middle School Health Walk and Fair

-Oct 1 - Soil and Water Fall Hike @ Glenford Fort

-Oct 22 - Adventures at the Cave, in partnership with Village of New Straitsville

Dec (date TBD) - Judge Cooperrider, 2nd presentation of .22-caliber Killers lecture. Hoover Center, Glenford

-Winter program planning- virtual/Zoom programs during cold, winter months

-Bat box program - participants will build their own from kits we make

2. New Straitsville planning - Adventures at the Cave

Ms. Bennett advised that she had a planning meeting on Sept 10 in New Straitsville with Sue Miller. The event date has been set for Oct 22, 11a-1p. Ms. Bennett encouraged Board members to attend the event and assist if possible.

3. Virtual Conference Request

Ms. Bennett requested permission to attend the virtual/on-line NAI (National Association for Interpretation) conference November 29 - December 3, 2022, at a cost of \$150.

Ms. McAdams moved, Mr. Redfern seconded, to approve Ms. Bennett to attend the virtual/on-line NAI (National Association for Interpretation) conference November 29 - December 3, 2022, at a cost of \$150.

Motion carried by unanimous vote

Ms. McAdams will pay for the enrollment, set up a purchase order for reimbursement, and submit an invoice for reimbursement/payment from PCPD funds.

4. Training Request

Ms. Bennett requested permission to enroll in an online training course for Microsoft Publisher, to aid her in producing program and marketing materials. The cost of the class is \$115 and it begins September 14.

Mr. Redfern moved, Ms. Oberhouser seconded, to approve Ms. Bennett to enroll in the on-line MS Publisher course at a cost of \$115.

Motion carried by unanimous vote

Ms. McAdams will pay for the course, set up a purchase order for reimbursement, and submit an invoice for reimbursement/payment from PCPD funds.

5. Permit Application Request

Ms. Bennett advised that she has a State of Ohio, ODNR Wildlife Permit for collection and possession of animal skeletal parts and skins for educational programs. Possession and collection of birds and their parts (including feathers, nests, and eggs) requires a Federal US Fish and Wildlife Migratory Bird Permit. There is a possible \$75 application fee for this permit.

Ms. McAdams moved, Mr. Redfern seconded, to approve Ms. Bennett to apply for the USFWS Migratory Bird permit, at a potential application cost of \$75.

Motion carried by unanimous vote

Ms. Bennett will complete the necessary steps to apply for the USFWS permit, and will advise Ms. McAdams if there is going to be a fee. If there is, Ms. McAdams will set up the appropriate purchase order and arrange for payment.

6. Grant applications

Ms. Bennett advised that two grant applications have been submitted to apply for funds for interpretive and program materials.

- a) \$1000 NAI (National Association for Interpretation) Grant
- b) \$500 ODNR Wildlife Education Grant

7. Donations

New signage donated by PC Elections Board

Ms. McAdams advised that the Perry County Board of Elections donated several free-standing ADA parking signs to the Park District. These signs can also be covered and used as other temporary signage as well.

Microsoft Office Suite 2019 software was donated by Ms. McAdams, to be installed on the Park District computer used by Ms. Bennett. Value: \$89

F. OPRA Membership 2023

Mr. Moore asked about 2022-23 OPRA membership renewals. Ms. McAdams advised that the renewal paperwork was due before November 1, 2022, and renewal documents had been received from OPRA for Mr. Moore and Mr. Redfern. She said her own membership was still covered through her employment at the Licking Park District. New membership applications will be needed for Ms. Oberhouser and the upcoming new board member, and Ms. Bennett.

Mr. Redfern moved, Ms. Oberhouser seconded, to approve OPRA membership for four board members and Ms. Bennett, at a cost of \$50 per membership.

Motion carried by unanimous vote

X. Adjournment

Ms. McAdams moved, Mr. Redfern seconded, to adjourn the meeting.

Motion carried by unanimous vote.

Meeting adjourned at 5:41 pm

Next Regular Meeting - Monday, October 17, 2022, 3:30pm (3rd Monday, due to holiday)

Location: New Straitsville (village park shelter house)

Reminder: 2022 Park Board Meeting Locations -

- A. May- June 2022 (*Corning/Junction City/Thornville*)
- B. July - Sept 2022 (*New Lexington/Hemlock/Crooksville*)
- C. Oct - Dec 2022 (*New Straitsville/Glenford/Shawnee*)