



Minutes

Perry County Park District Board - Regular Meeting

December 11, 2023, 3:30 pm

Tecumseh Commons/Theater, 116 Main St, Shawnee, OH 43782

- I. Call to Order
Mr. Moore called the meeting to order at 3:31 pm

- II. Roll Call
Present: Scott Moore; Mr. Redfern; Jack Coll; Tami McAdams.
Absent: Sue Oberhauser
Staff: Jessie Bennett - PCPD Naturalist
Guests: none

- III. Approve December Agenda Items/Request for additional/revised agenda items
Mr. Redfern moved, Mr. Coll seconded, to approve the December 11, 2023, meeting agenda as amended, with Mr. Moore adding Old Business Item G: ORCA contact - Glenfort Access.
Motion carried by unanimous vote

- IV. Approval of November Minutes
Mr. Redfern moved, Mr. Coll seconded, to approve the November 13, 2023, regular meeting minutes as presented.
Motion carried by unanimous vote

- V. Financial Status of Park District and Approval of November Revenue and Expense Report
Ms. McAdams reviewed the November financial report with the Board.
Ms. McAdams advised the Board that she had received a call from Jim Stroup of the Commissioner's Office advising that they were contacted by the State Auditor's Office, and that PCPD, as a separate Political Subdivision of the State, will be set up under its own General Fund. Ms. McAdams is working with Mr. Stroup to provide requested information to assist in setting up the new fund.

Mr. Redfern moved, Mr. Coll seconded, to approve the November 2023 revenue & expense report.
Motion carried by unanimous vote

- VI. Comments from the public/guests
N/A

VII. Old Business

A. Elks Donation / Logo Items - update

Ms. McAdams advised that the logo items (canopy, table cover, and runner) are in transit, but are on hold in Cincinnati. They should be delivered soon.

B. Village of Hemlock tree request - vendor update (Oberhauser/Redfern)

Mr. Redfern advised that Green Shades Nursery of Avondale donated a tree for the Village of Hemlock. The Hemlock mayor picked up the tree and it has been planted in their park. The village is very appreciative of the Park District's role in securing the donation.

C. Wilson Mound trash dump update

Mr. Moore relayed that talks continue with Mr. Bowers at the Health Department to finalize a clean-up plan that will be proposed to Soil and Water and the Board of County Commissioners. He will keep the board updated. Ms. Bennett is coordinating the date for the next quarterly joint meeting of Soil and Water and PCPD and the clean-up plan will be discussed there as well.

D. Somerset property opportunity

Mr. Moore and Ms. McAdams met with the Fairfield Co Park District Director and Deputy Director. They received guidance on applying for Clean Ohio Greenspace Funds and to map out an action plan.

Ms. McAdams will schedule a meeting with the owner.

E. Bylaws Revision Project

The Board was asked by Ms. McAdams to continue review and suggestions on the existing ByLaws. The working document was shared online previously with the board.

Discussion followed.

F. Heart Watch/AED program follow-up

Ms. McAdams advised that she emailed the requested list of known county parks to the Health Department's Jim Mickey. Board members were given a copy to review and suggest parks that should be prioritized for receiving an AED unit, focusing on those with sports fields.

Parks should be contacted to check if they are interested and have a location to mount an AED unit. Ms. McAdams will contact Ms. Oberhauser to see if she will make these park contacts and bring back the results to the board.

G. ORCA contact - Glenfort Access

Mr. Moore advised that he was contacted by the Outdoor Recreation Council of Appalachia (ORCA) requesting information on accessing the Glenfort Fort property. Mr. Moore recommended that they contact Soil and Water for access to the property.

VIII. New Business

A. 2024 PCPD Specific General Fund

Ms. McAdams advised that the County Auditor's office will be setting up a separate general fund for the Park District, upon request by the State Auditor's office. We will still present a budget to the County Commissioners each year, but PCPD funds will be kept separate from the County's general fund. Unused funds at the end of the year will no longer return to the County's general fund. These funds will roll over into the next year, remaining in the PCPD fund. Ms. McAdams will be working with the Auditor's Office and Commissioner's Office in setting up our general fund, by supplying expense lines, and revenue lines, and restating our 2024 budget within this new fund.

B. Friends of Perry State Forest meeting

Mr. Redfern provided the Board with a summary of a recent meeting he attended of the Friends of the Perry State Forest. The main topic was planned work by ODNR Division of Forestry to reclaim parts of Perry State Forest which could potentially impact All Purpose Vehicle (APV) trails in the forest.

C. Chamber of Commerce 2024 membership

Ms. McAdams told the board that Chamber membership cost may change for 2024. She will contact the Chamber of Commerce to clarify the fee amount for 2024 for PCPD.

D. Logos for Shirts

Ms. McAdams advised that the New Lexington vendor who made the original PCPD t-shirts does not screen print personally owned clothing (only new clothing purchased there). M and H Screen Printing of Heath was contacted and agreed to screen print the PCPD logo on personally owned clothing. The cost will be a \$20 set-up fee plus \$5 per logo. Ms. McAdams advised we have \$120 available for this project if the board so chooses.

Discussion followed regarding the use of varying styles and colors when using personally owned clothing.

Ms. McAdams moved, Mr. Coll seconded, to approve allowing the use of personally owned clothing on which to get PCPD logos applied.

Motion carried

Ms. McAdams moved, Mr. Coll seconded, to approve an expenditure of \$120 (screen printing set up of \$20 and screen printing of \$100) at M and H Screen Printing of Heath, to add logos to personally owned clothing of the Naturalist and Board Members.

Motion carried

Ms. McAdams will deliver to M and H the clothing provided by Ms. Bennett and several board members.

IX. Programming Report

A. Programs

Ms. Bennett reported on recent programs such as Open House and the Storytime programs at Glenford Fort. She advised that the January Storytime theme would be on solar systems. She is currently planning and scheduling programs and activities for 2024 for the public, schools, and libraries.

B. Grants

Ms. Bennett informed the board that PCPD has been awarded a \$1500 grant from the Foundation for Appalachian Ohio for the purchase of several pieces of trail maintenance equipment, including a chainsaw. The grant funds will be received around the end of the year.

She advised that she learned about several new grant opportunities at the recently attended Green Teachers Conference in October and will be exploring them for application in 2024.

C. Marketing

Ms. Bennett advises that she will be going to WHIZ tv/radio on Dec 13 to do her first radio and TV spots about PCPD. She will be doing these monthly.

D. Other Updates

Ms. Bennett advised she had received a donation of a tie-dye sheet from Psychodelic for use in programs. She let the Board know that the furnace is working well at the Glenford Fort office and she now has access to the thermostat.

The Board briefly discussed a November suggestion by Ms. Bennett for a job title change. Ms. Bennett was advised that for the Board to pursue the suggestion further, she should bring a written proposal to the Board at the January meeting.

X. Adjournment

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

Motion carried by unanimous vote

Meeting adjourned at 6:19pm

Next Regular Meeting - Monday, January 8, 2024, 3:30 pm

Location: Somerset Courthouse

Reminder:

2024 Park Board Meeting Locations

- A. Jan - Mar 2024 (*Somerset Courthouse*)
- B. April - June 2024 TBD (*2023 was Corning/Junction City/Thornville*)
- C. July - Sept 2024 TBD (*2023 was New Lexington/Hemlock/Roseville*)
- D. Oct - Dec 2024 TBD (*2023 was New Straitsville/Glenford/Shawnee*)