



Hancock Park District

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS Public Meeting Notice and Agenda

Date: Tuesday, January 10, 2023
Location: Brugeman Lodge at Riverbend Recreation Area
Time: 3:30 p.m.

Roll Call

Approval of Minutes

1. Approval of Board Meeting Minutes dated December 13, 2022

Financial Status

1. Review of the Financial Statement dated December 31, 2022, presented by Hancock Park District Business Manager Vicky Stozich

Old Business

New Business

1. Election of Officers: Chairperson and Vice Chairperson
2. Election of a member of the Board of Park Commissioners to the Hancock Parks Foundation Board of Trustees
3. Request to approve the 2023 Meeting Schedule
4. Request to approve the 2022 Schedule of Gifts, Grants and Donations for Probate Court
5. Request to approve Resolution 2023-1 requesting the County Auditor to make tax advances during the year 2023, pursuant to Ohio Revised Code 321.34
6. Request to approve Resolution 2023-2 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,991.20 for wetland plant plugs for Bright Conservation Area
7. Request to approve Resolution 2023-3 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$26,045.24 for picnic tables, message center, trash receptacles, and recycle bins for Aeraland Recreation Area
8. Request to approve Resolution 2023-4 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,588.00 for Severance Salaries and Medicare

Discussion

1. Hancock Park District Report:
 - Director – Gary Pruitt
 - Park Operations Manager – Tyler Fredritz
 - Naturalist – Michelle Rumschlag
 - Natural Resource Manager – Chad Carroll

Public Input

Adjournment

Next Meeting: Tuesday, February 14, 2023 at 3:30 p.m.; Brugeman Lodge at Riverbend Recreation Area

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS
Staff Report / Agenda Supplement
January 10, 2023

Election of Officers: Chairperson and Vice Chairperson: Board bylaws require the election of a chairperson and one or more vice chairpersons. The election of officers is conducted as a routine matter each year at the January meeting.

Election of a member of the Board of Park Commissioners to the Hancock Parks Foundation Board of Trustees: Board bylaws require the election of one of its members to the Hancock Parks Foundation Board of Trustees. The election is conducted as a routine matter each year at the January meeting.

Request to approve the 2023 Meeting Schedule: Approval of the meeting schedule is a routine matter each year at the January meeting. Unless the Board directs otherwise, meetings will be held on the second Tuesday of each month at 3:30 p.m. at Brugeman Lodge at Riverbend Recreation Area (see 2023 Meeting Schedule).

Request to approve the 2022 Schedule of Gifts, Grants and Donations for Probate Court: Approval by the Board of Park Commissioners will serve as the Hancock Park District's official recognition and acceptance of gifts, grants and donations (see 2022 Schedule of Gifts, Grants and Donations).

Request to approve Resolution 2023-1 requesting the County Auditor to make tax advances during the year 2023, pursuant to Ohio Revised Code 321.34: Requesting the Hancock County Auditor to make tax advances is a routine matter each year during the January meeting. Advances on tax collections to the Hancock Park District's General Fund will ease cash flow requirements and prevent bank borrowing with interest for current expenses (see Resolution 2023-1).

Request to approve Resolution 2023-2 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,991.20 for wetland plant plugs for Bright Conservation Area: Rather than pay the contractor to purchase and plant wetland plugs at Bright Conservation Area, the Hancock Park District, in cooperation with Coldwater Consulting, Inc., would like to purchase wetland plugs with remaining contingency funds. This action will result in more wetland plants. The Hancock Park District's Natural Resource Division will oversee the planting with the help of volunteers. Natural Resource Manager Chad Carroll will be at the meeting to provide more information and answer questions (See Resolution 2023-2 and Bid Quote).

Request to approve Resolution 2023-3 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$26,045.24 for picnic tables, message center, trash receptacles, and recycle bins for Aeraland Recreation Area: Aeraland Recreation Area was acquired in 2013. Since then, the park has been subject to a variety of park improvements. Now that the buildings and picnic shelter have been painted, and now that recycled plastic cedar and brown benches from Riverbend Recreation Area, Litzenberg Memorial Woods, Oakwoods Nature Preserve, and Riverside Park have been relocated to Aeraland Recreation Area, the next improvement is to add brown recycled plastic picnic tables (12), message center (1), trash receptacles (6), and blue recycle bins (6) to the Gathering Area and picnic shelter. After that, the Hancock Park District's Marketing Division will be able to finalize a promotional brochure for the park and enhance promotional efforts in general aimed at increasing awareness of and visitation to Aeraland Recreation Area (see Resolution 2023-3).



Gathering Area



Gathering Area



Picnic Shelter

Request to approve Resolution 2023-4 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,588.00 for Severance Salaries and Medicare: The resignation of Park Manager Central Rowan Coburn-Griffis triggered a payout of unused vacation time (see Resolution 2023-4).

HANCOCK PARK DISTRICT BOARD OF PARK COMMISSIONERS
Meeting Minutes for January 10, 2023

The January 10, 2023 meeting of the Hancock Park District Board of Park Commissioners was held at Riverbend Recreation Area's Brugeman Lodge.

Park Commissioners Present: Gary Hirschfeld, Scott Younger, Ed Ingold
Guests Present: Richard Kidwell, Cameron Williams, Dave Distel, Lisa McClain, Mike Gilligan, Jillian Strete, Patrick Barnes, Betsy Worden
Staff Present: Gary Pruitt, Vicky Stozich, Michelle Rumschlag, Tyler Fredritz, Chad Carroll

The meeting was called to order by Gary Hirschfeld at 3:26 p.m.

APPROVAL OF MINUTES

A motion was made by Scott Younger with a second by Ed Ingold to approve Meeting Minutes dated December 13, 2022. Motion carried by a unanimous vote.

FINANCIAL STATUS

Income and expense reports year to date December 31, 2022 were reviewed by the Board.

OLD BUSINESS

NEW BUSINESS

Election of Officers: Chairperson and Vice Chairperson: A motion was made by Scott Younger with a second by Ed Ingold to elect Gary Hirschfeld as Chairperson. Motion carried by a unanimous vote. A motion was made by Gary Hirschfeld with a second by Ed Ingold to elect Scott Younger and Ed Ingold as Vice Chairperson. Motion carried by a unanimous vote.

Election of a member of the Board of Park Commissioners to the Hancock Parks Foundation Board of Trustees: A motion was made by Ed Ingold with a second by Gary Hirschfeld to elect Scott Younger as a member of the Hancock Parks Foundation Board of Trustees. Motion carried by a unanimous vote.

Request to approve the 2023 Meeting Schedule: A motion was made by Ed Ingold with a second by Scott Younger to approve the 2023 Meeting Schedule. Motion carried by a unanimous vote.

Request to approve the 2022 Schedule of Gifts, Grants and Donations for Probate Court: A motion was made by Scott Younger with a second by Ed Ingold to approve the 2022 Schedule of Gifts, Grants and Donations for Probate Court. Motion carried by a unanimous vote.

Request to approve Resolution 2023-1 requesting the County Auditor to make tax advances during the year 2023, pursuant to Ohio Revised Code 321.34: A motion was made by Gary Hirschfeld with a second by Scott Younger to approve Resolution 2023-1. Motion carried by a unanimous vote.

Request to approve Resolution 2023-2 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,991.20 for wetland plant plugs for Bright Conservation Area: A motion was made by Scott Younger with a second by Ed Ingold to approve Resolution 2023-2. Motion carried by a unanimous vote.

Request to approve Resolution 2023-3 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$26,045.24 for picnic tables, message center, trash receptacles, and recycle bins for Aeraland Recreation Area: A motion was made by Gary Hirschfeld with a second by Scott Younger to approve Resolution 2023-3. Motion carried by a unanimous vote.

Request to approve Resolution 2023-4 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,588.00 for Severance Salaries and Medicare: A motion was made by Scott Younger with a second by Ed Ingold to approve Resolution 2023-4. Motion carried by a unanimous vote.

Request to approve Resolution 2023-5 regarding additional appropriation within the Auditor's Certification and Park Commissioners to appropriate in the General Fund in the amount of \$1,300.00 for a change order regarding the new restroom facilities at Riverbend Recreation Area: A motion was made by Gary Hirschfeld with a second by Scott Younger to approve Resolution 2023-5. Motion carried by a unanimous vote.

DISCUSSION

Hancock Park District Report:

Work on the Strategic and Comprehensive Plan will begin soon. It is not a new plan, but rather an update to the current plan. The strategic plan information will remain, since it is still relevant. There will be a list of accomplishments. And there will be a list of park improvement projects for the next 10 years. Park improvement projects are moving forward. They are still in the design phase. All projects will be in the construction phase this summer. The director will be at the Ohio Parks and Recreation Association Conference & Trade Show from January 29 through February 1. The last park tour was in 2019. Usually, village and city parks are visited every two years. Perhaps a park tour should be scheduled for this year.

Taylor Reynolds was hired as park manager east. The park manager central position and the program specialist position are vacant. The positions have been advertised. Spring programs and summer camps will be on the calendar soon. The puppet show is scheduled for February. Programs for assisted living facilities are being planned.

The contractor will be at the Oakwoods Nature Preserve Wetland Restoration Area this week to fix tree stakes that failed the first time. After that, work by the contractor will be finished. The only work that remains for the Bright Conservation Area Wetland Restoration Area includes live stakes, wetland plugs, and trails.

PUBLIC INPUT

ADJOURNMENT

The meeting was adjourned at 3:42 p.m.

Gary E. Hirschfeld, Chairperson

Gary E. Pruitt, Director/Secretary

Date

Date