

**MUSKINGUM VALLEY PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
January 10, 2022**

The regular meeting of the Board of Muskingum Valley Park District Commissioners was held in the Volunteer Building at Mission Oaks Gardens. The meeting was called to order at 12:00pm., by Board President Ty Kendrick.

Mr. Kendrick called roll and Commissioners Ty Kendrick, Ben Appleby, Ed Shaffer, Cole Ryan, Hanna Luburgh-Agin and Executive Director Russ Edgington, and Michelle Illing and Haley Johnson were present.

**INTRODUCTION OF GUESTS**

No guests were present.

**APPROVAL OR AMENDMENT OF MINUTES OF PREVIOUS MEETING:**

Mr. Kendrick called for discussion on or revisions to the minutes from the December 13, 2022, regular meeting. On a motion by Mr. Shaffer and Second by Mr. Ryan, the minutes were approved as presented by acclamation.

**ELECTION OF 2023 OFFICERS**

On a motion by Mr. Shaffer and second by Ms. Luburgh-Agin to board voted to keep the 2022 slate of officers for 2023. Mr. Kendrick was reelected President of the board, and Mr. Shaffer and Mr. Appleby were reelected Vice Presidents. The motion carried by acclamation.

**PRESENTATION OF FINANCIAL STATEMENT AND EXPENDITURES:**

Mr. Edgington presented board members with a copy of the December 2022 financial statement. After a brief discussion, President Kendrick asked for a motion to approve the statement. On a motion by Mr. Ryan and second by Mr. Appleby the motion carried by acclamation.

**EXECUTIVE DIRECTOR REPORT:**

Westview Community Park – Mr. Edgington provided an update on developments at the park.

Joes’ Run Recreational Trail – Mr. Edgington reported that the two slip repairs have been completed and that pavement repair will commence once the asphalt plants reopen in the spring.

Meadow Springs Farm – Mr. Edgington reported that he has not had the opportunity to meet with Mr. and Mrs. Barker to continue negotiations.

Putnam Greenway – Mr. Edgington provided an update on the proposal to construct a paved recreational trail on the Greenway. It was also reported that the district had received the first installment of grant funds from the J. W. and M.H. Straker Charitable Foundation in the amount of \$200,000.

Heritage Trail – Mr. Edgington reported that he had not received updates on the Ohio Appalachian Community Grant funding requests.

**CONSIDERATION OF UNFINISHED BUSINESS AND NEW BUSINESS**

Master Plan Deliverables – Mr. Edgington provided an update on the master plan deliverables.

Muskingum Valley Park Society MOU Discussion – The board had considerable discussion on the Draft Memorandum of Understanding between the District and Muskingum Valley Park Society. On a motion by Mr. Ryan and second by Mr. Shaffer the board voted to approve the MOU and requested the document be forwarded to the Society for review. The motion carried by acclamation.

Remote Work Policy – On a motion by Mr. Shaffer and second by Ms. Luburgh-Agin the board voted to adopt MVPD Remote Work Policy AP-04 (Attached). The motion carried by acclamation.

Executive Director Job Description – On a motion by Mr. Appleby and second by Mr. Ryan, the board voted to approve the MVPD Executive Director job description. The motion carried by acclamation.

Draft Employee Evaluation Form – Mr. Edgington presented the board with a draft MVPD Employee Evaluation Form for review and consideration.

Seasonal Gardener Position – Mr. Edgington requested board consideration and approval to convert the vacant Seasonal Gardener position to a part-time permanent park technician position. On a motion by Ms. Luburgh-Agin and second by Mr. Shaffer, the board approved the request by acclamation.

**PUBLIC COMMENT**

There was no public comment.


**ADJOURNMENT**

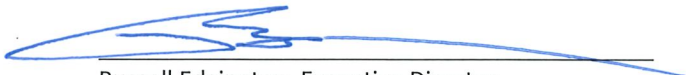
With no further business to discuss, Mr. Kendrick called for a motion to adjourn the meeting. On a motion by Ms. Luburgh-Agin and second by Mr. Shaffer, the meeting was adjourned by acclamation at 1:15pm. The next meeting date is February 14, 2023, at 12:00pm.

**SUNSHINE LAW COMPLIANCE**

It is declared that notification of this meeting and any business conducted therein by the Board of Muskingum Valley Park District Commissioners follows Ohio’s Sunshine Laws.

Respectfully submitted,

  
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Ty Kendrick, President

  
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Russell Edgington, Executive Director