

**MUSKINGUM VALLEY PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
BOARD MEETING MINUTES  
December 11, 2023**

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 12:02 pm., by Board President Ty Kendrick.

Mr. Kendrick called roll and Commissioners Ty Kendrick, Ben Appleby, Cole Ryan and Ed Shaffer were present. Also present were Executive Director Russ Edgington and Administrative Assistant Michelle Illing.

**INTRODUCTION OF GUESTS**

There were no guests present at the meeting.

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

Mr. Kendrick called for discussion on or revisions to the minutes from the November 13, 2023, regular meeting. Mr. Shaffer moved to approve the minutes as submitted and Mr. Appleby seconded the motion. The minutes were approved as presented. Mr. Ryan abstained.

**PRESENTATION OF FINANCIAL STATEMENT AND EXPENDITURES:**

Mr. Edgington presented board members with a copy of the November 2023 financial statement. Mr. Edgington noted that projected revenues from the district's share of Local Government funds were down slightly, but all other revenues were either over projections or on track. After a brief discussion, President Kendrick asked for a motion to approve the statement. On a motion by Mr. Ryan and second by Mr. Shaffer the motion carried by acclamation.

On a motion by Mr. Shaffer and second by Mr. Ryan the board voted to have a letter drafted approving 2023 expenses with 2024 funds. Mr. Edgington will draft the letter for President Kendrick's signature.

**EXECUTIVE DIRECTOR REPORT:**

Mr. Edgington provided a year end review of all park district projects based on the master plan priorities.

**Collegial Woods Trails** – On May 11, 2022, Ben, Mike, and Russ met on the trail to discuss corrective actions needed to alleviate drainage concerns on the trail near the ball diamonds. A formal plan of action has not been completed at this time. The plastic kiosks were removed in August of 2022. AmeriCorps Service person Haley Johnson submitted draft text for replacement kiosks in late June of 2023. Historic photos are still needed before contracting with Westwood Creative for production. In August of 2023, trail reroute design and construction on the west side of the creek was completed complements of Ben's company Linear Active. There has been no movement on the design and construction of a replacement bridge over the creek which will allow access to the eastern parcels. Mr. Ryan offered to get a quote for the bridge design. Mr. Appleby suggested reaching out to Arete Structures, a company that specializes in prefabricated fiberglass bridges.

**Heritage Park (Military Road)** – In May of 2023 the Zanesville Museum of Art board voted to relocate the museum to a downtown location. The district needs to revisit options for this parcel. It is uncertain what is to become of the existing Museum property and building. Mr. Edgington will reach out to the Director of the Public Works Administration to discuss options for the parcel.

**Heritage Trail** – On October 20, 2022, Governor DeWine announced Appalachian Community Grant Program details. The new funding opportunity usurped the Heritage Trail Concept as other communities were concentrating on submitting applications for funding. Park District emphasis shifted to connecting the Putnam Greenway Trail with Zanes Landing Trail via a proposed Canal Park Trail. The Canal Park Trail concept has been submitted as part of the Ironton-Lawrence Community Action Organization’s grant application focusing on the Muskingum River and Ohio River corridors. Russ is working with the Ohio Rail Commission regarding the possible donation of a rail corridor extending from State Route 93 just south of Avondale to Glass Rock in Perry County. A viewing of the corridor is pending.

**John McIntire Outdoor Classroom**- The park district contracted with CP landscaping to weed and mulch the planting beds at the outdoor classroom. Staff has obtained quotes from various contractors to replace the gravel in the classroom with a hard surface. A hard surface replacement is cost prohibited at this time.

**McGraw Edison Recreation Area**- Roadways and parking areas have been bermed using OPRA-ODOT road paving money. On October 16, 2023, Cole, Russ, and Ben met with Matt Abbot and Mark Zaghi to discuss a Memorandum of Understanding to legitimize the mountain bike trails that encroach on Port Authority property. On October 26, 2023, Russ submitted sample agreements from other park districts to Mark for review. Staff walked the boundaries on October 28, 2023. Kennedy Walls was assigned the task of installing boundary markers and documenting trail marker locations over the winter of 2023-2024. Walls has since resigned from her park technician position. Mr. Edgington and Park Technician McCoy will mark the boundaries and obtain GPS coordinates of trail markers over the winter. Mr. McCoy has been asked to solicit quotes for demolition and removal of all unnecessary structures at the recreational area.

**Meadow Springs Farm** – Kendrick and Edgington meet with James and Linda Barker to discuss park district plans to move forward with recreational and educational developments at Meadow Springs Farm. The meeting was agreeable. The Barkers requested the trading their rights to the farm for title to the Delong brick house. After legal review it was determined that a trade was not possible due to the conservation easement. The district countered with an offer to have the Barkers vacate the old farmhouse and move into the brick house for the remainder of their residency rights. A modification agreement drafted by Ryan Linn was emailed to Linda Barker on 10/26/2023.

**Mission Oaks Gardens** – On October 12, 2023, structural engineer Matt Derwacter recommended the district vacate the office building at 1720 Euclid Avenue due to rapid deterioration of the structure. Staff initiated review of the Todd House for possible relocation. A recent proposal from Dingy Movers and N COMPASS LLC estimated the 1720 Euclid office could be salvaged for approximately \$150,000. Staff is reviewing the pros and cons for relocation verses structural repairs.

- Office demolition \$21,000
- Site restoration \$15,000
- Ramp for 415 Hunter \$4,000
- Ramp install for 415 Hunter \$7,600
- Fixtures for 415 Hunter \$20,000
- Windows for 415 \$7,600
- Total Estimate for relocation \$75,200

It was noted that additional structural deterioration was recently discovered in the building. Considerable discussion ensued regarding staff and visitor safety. On a motion from Mr. Ryan and second by Mr. Shaffer, the board voted to vacate the building and begin steps to have it demolished. The district will contract with N Compass LLC to make necessary improvements to the Todd House at 415 Hunter Street for the office relocation. Staff will work from home and out of the Visitor Center until the relocation can occur.

**Muskingum Recreational Trail** – A contract was awarded to Scioto Valley Paving in March of 2023 for construction of the district’s T.A.P. grant funded trail extension. The contractor did not schedule a pre-construction meeting until September 11, 2023. The contractor delayed the start of construction and failed to meet an October 31 construction deadline. The final project inspection with ODOT engineers took place on December 8, 2023. There were multiple items in the contract that must be completed before the trail can reopen and the contract can be closed out. The project was fraught with construction obstacles due to plan design inaccuracies. Engineers from Verdantas who inherited the project from Hull and Associates failed to visit the site while drafting the construction documents.

The Matthews have not responded to repeated requests regarding the privacy fencing along their property at Dresden Road. Larry Baringer owner of the oil well that is located on the trail has inflated his purchase price from \$30,000 to \$60,000 to buy out his lease. Plugging and removal of tanks would run an additional \$21,000. Local consultant reported that the well is not producing and likely worth less than \$20,000. Mr. Edgington will review the lease and explore options open to the district.

The district received a deed and survey review for the abandoned railroad north of Riverside Park from OR Colan a subcontractor of Environmental Design Group. The subject property was transferred to Consolidated Rail Corporation in 1976. They found no supportive documentation that the property was ever transferred to the park district. Mr. Edgington will coordinate with the Muskingum County Mapping Department to substantiate this information.

**Putnam Greenway** – The MVPD received a \$200,000 installment of funds from the J.W. & M.H. Straker Foundation to begin design and construction of the Putnam Greenway trail. Environmental Design Group has completed a draft design for the trail that has been tentatively approved by the City of Zanesville. Zanesville City Engineer Chip Saunders requested that the district delay project construction until the spring of 2024 due to their Putnam area sewer project running behind schedule. The park district contracted with Zemba to perform demolition on the corridor in preparation for a spring construction. Due to unknown quantities of concrete and debris the final cost for demolition exceeded \$53,000. A formal request has been submitted for a sidewalk easement from Zanesville City Schools.

**Salt Creek Reserve** – Mr. Edgington has reached out to Chris Philip the new President of Franklin Youth Baseball. Recent inspections of the site have revealed new piles of gravel and debris in the restricted floodplain. Mr. Philip was provided a copy of the lease executed between MVPD and Franklin Youth Baseball Inc. Approaching AOA for possible mountain bike trail design and construction at the reserve

has been delayed pending the drafting a MOU with the non-profit and the adoption of trail standards by MVPD.

**Westview Community Park** – Environmental Design Group was contracted to develop design and bid documents to support the construction of the Rogovin picnic shelter donation, as well as design/construction/bid documents for water and electric at the site. EDG has been unresponsive to multiple inquiries. The prefabricated shelter is due to be delivered the first week of January.

**CONSIDERATION OF UNFINISHED BUSINESS AND NEW BUSINESS**

Zanesville Muskingum County River Festival – Mr. Edgington provided a brief update on project planning efforts.

Muskingum Valley Park Society – Mr. Edgington reported that Attorney James Wolfe is finalizing legal documents for dissolution of the Society’s 501c3.

Additional agenda items were suspended until the January regular board meeting due to time constraints.

**PUBLIC COMMENT**

There was no public comment.

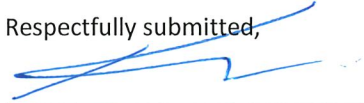
**ADJOURNMENT**

With no further business to discuss, Mr. Kendrick called for a motion to adjourn the meeting. On a motion by Mr. Shaffer and second by Mr. Ryan, the meeting was adjourned by acclamation at 1:16pm. The next meeting date is January 8, 2024, 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