

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

ANDERSON TOWNSHIP PARK DISTRICT

January 10, 2008

Dale Bartholomew, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:27 pm at the Anderson Park District, Juilfs Park Office, 8249 Clough Pike. Present were Board Members: Duffy Beischel, Mark Bissinger, Gail Wright and Nadine Gelter. Also present were: Ken Kushner, Executive Director; Emily Armstrong, Asst. Director; Bailey Martella, Financial Officer/Board Clerk; Mike Smith, Interim Operations Manager; Scott Lahman, Recreation Manager.

GUESTS: Dave Thompson, State Auditor's Office; Dick Combs, Lori Burkhardt, Gus Bleimund, Steve Fehn; Park District staff: Richard Haas, Sheila Fehn, John Von Wahlde, Rick George, Brian Jordan, Dave Reynolds, Denny Sutter, Don Green, Amy Bleimund.

AGENDA: Mrs. Gelter moved for the Board to approve the agenda. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mr. Bissinger, Ms. Wright, Mrs. Gelter. (5); No: None. The motion carried unanimously.

LONNIE BETTLE SERVICE AWARD RECOGNITION: The Lonnie Bettle Service Award is given to staff members who, like Lonnie Bettle, regularly go beyond the call of duty and make a significant positive contribution to the development of the park district. Lonnie Bettle was a member of the park district team from 1988 – 1999. Mr. Kushner and Mrs. Armstrong presented the award to 12 current staff members and two past staff members. The current staff are: Amy Bleimund, Richard Haas, Dave Reynolds, Leah Moyer, Brian Jordan, Kristen Schmidt Oelrich, John Von Wahlde, Rick George, Sheila Fehn, Don Green and Denny Sutter. Past staff members are: Dick Combs and Jimmy Longhauser (deceased). After the presentation Mr. Bartholomew added the Board's thanks for all the recipients have done for the district.

At 6:40 p.m. Mr. Bissinger moved to adjourn the regular Commissioner's meeting and move into Executive Session. Mr. Beischel seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright, Mr. Bissinger and Mr. Beischel. (5); No: None. The motion carried unanimously.

At 6:50 p.m. Mr. Beischel moved to adjourn the Executive Session and reopen the Regular meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Mr. Bissinger, Ms. Wright and Mr. Beischel. (5); No: None. The motion carried unanimously.

AUDITOR OF STATE REPRESENTATIVE: Mr. Dave Thompson, Local Government Services Department of the State Auditor's office addressed the Board regarding the district's accounting system parameters. Mr. Thompson stated that he was not advocating a specific accounting software for the district to purchase but to advise options to the district on the method to move forward to GAAP reporting. He stated that many entities in Ohio convert their year-end

reports to look similar to GAAP reports and that he and his staff perform this service on an hourly basis fee. The Board asked Mr. Thompson to give Mrs. Martella a quotation for the service. Mr. Beischel asked if the UAN Software (United Auditor's Network) would be his recommendation since the Auditor of State on the Website promotes the software. Mr. Thompson stated that there are over 500 users in the State of Ohio using UAN and it would be one of his recommendations. Mr. Thompson stated he would send Mrs. Martella a list of users and also ask the UAN representative in Columbus to contact Mrs. Martella to arrange for her to attend the February meeting.

OLD BUSINESS

Johnson Park Cell Tower: Mr. Kushner reported Tom Luebbers had completed his review of the Arcadia Communications contract for the tower at Johnson Park and had sent it back to Arcadia. Mr. Kushner stated he would keep the Board apprised on the progress. Mr. Bissinger, counsel for Arcadia Communications, abstained from any discussion.

Mr. Kushner stated that the fencing around the walking trail at Johnson Park had been completed.

Reds Community Fund: Mr. Kushner reported that the park district staff had started the preliminary site work at Juilfs Park for the Marty Brennaman field. Elevations, benchmarks and material quantities have been revised. The fence demolition consisting of removing the backstop/overthrow fencing and reinstalling to a new location will be completed by the end of January if weather permits.

Broadwell Woods/Clear Cut: Mr. Kushner reported he had walked Broadwell Woods with staff members and one Board member from the Hamilton Country Park District. He stated that except for their review there was nothing new to report.

Riverside Park Riverbank Project: Mr. Kushner reported the project has been put on hold because of the weather but will be resumed and completed as weather permits in the spring.

Levy Discussion: After a review of the letter from the County Auditor pertaining to the total realized from a possible 1.9mil, 1.95mil and 2.0mil levy the Board decided to table the issue and discuss at the February meeting.

T-Mobile Tower: Mike Smith indicated that the T-Mobile cell tower project had started at Beech Acres Park and was going well.

Heritage Center Repairs: Mr. Kushner advised he had met with Richard Shelley, Anderson Township staff member, to discuss the repairs to be completed at the Heritage Center. Several projects, i.e. cleaning and refinishing the floors, front porch and gazebo repairs are scheduled for 2008. They have also agreed to replace some of the furniture.

NEW BUSINESS

Mr. Kushner advised the ParkScripture trail maps are in circulation. This is a program to help residents with the #1 New Year's Resolution – getting fit! These maps are available at all of the district's offices plus handed out at many of our programs and events.

Mr. Bissinger left the meeting to meet a previous commitment.

TRAINING

Mr. Beischel moved to approve Mr. Kushner's request to attend the Ohio Parks and Recreation Annual Conference in Dayton for an amount not to exceed \$264.00. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4); No: None. The motion carried unanimously.

GRANTS AND FUNDRAISING

Mr. Bartholomew asked if Mr. Kushner had a "community build" planned for the hard surface trail around the Beech Acres Playground Pergola. Mr. Kushner stated that at this time he wasn't sure because Home Depot, who is donating a great many of the materials, may want to use it as a staff project but he would keep the Board updated as information is received.

2008 BUDGET

Mrs. Gelter moved for the Board to approve the Revised **2008 Budget** as presented by Mrs. Martella. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright (4), No: None. The motion carried unanimously.

Resolution 2008-01: Mrs. Gelter moved for the Board to approve **Resolution 2008-01 – the Annual Appropriation Resolution.** Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4), No: None. The motion carried unanimously.

Resolution 2008-02: Mrs. Gelter moved for the Board to approve **Resolution 2008-02 – Certificate of All Resources Available for Expenditures and Balances.** Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4), No: None. The motion carried unanimously.

ANNUAL PURCHASE ORDERS

Mr. Beischel moved to approve the following 2008 Annual Purchase Orders:

Fifth Third Bank, Equipment Lease	\$ 37,727.00
Cincinnati Water Works	\$ 35,000.00
Duke Energy, Park Wide Gas & Electric Excluding RecPlex	\$ 76,700.00
Hylant Maclean, Liability Insurance	\$ 30,000.00
Fifth Third Bank, 1997 Bonds	\$ 35,500.00
U.S. Bank, 1998 Bonds	\$ 94,175.00

Fifth Third Bank, 2002 Bonds	\$401,437.50
Beech Acres RecPlex	\$ 52,911.00
Hamilton County Sheriff's Department	\$ 77,250.00

Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bartholomew, Mr. Beischel, Ms. Wright and Mrs. Gelter. (4); No: None. The motion carried unanimously.

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES: Mr. Beischel moved for the Board to approve the **December 2007** Financial Reports and Authorized the Expenditures as presented by Mrs. Martella. Ms. Wright seconded the motion. Voting: Yes: Mr. Bartholomew, Mr. Beischel, Ms. Wright and Mrs. Gelter. (4); No: None. The motion carried unanimously.

APPROVAL OF MINUTES: Mrs. Gelter moved to approve the minutes of the **December 6, 2007 Regular Meeting, December 14, 2007 and December 26, 2007 Special meetings.** Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Ms. Wright and Mrs. Gelter (4) No: None. The motion carried unanimously.

At 8:22 p.m. Mrs. Gelter moved to adjourn the regular Commissioner's meeting and move into Executive Session to discuss personnel issues with the Executive Director Ken Kushner and Emily Armstrong Assistant Director. Mr. Beischel seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright and Mr. Beischel. (4); No: None. The motion carried unanimously

At 8:45 p.m. Mr. Beischel moved to adjourn the Executive Session and reopen the Regular meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright and Mr. Beischel. (4); No: None. The motion carried unanimously.

At 8:46 p.m. there being no further business to be brought before this Board, Mr. Beischel moved to adjourn the meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bartholomew, Ms. Wright and Mr. Beischel. (4) No: None. The motion carried unanimously.

Submitted by,

Bailey H. Martella
Business Director

Dale Bartholomew
Duffy Beischel
Nadine Gelter
Gail Wright