

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

ANDERSON TOWNSHIP PARK DISTRICT

AUGUST 14, 2008

Nadine Gelter, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:32 pm at the Anderson Township Park District, Juilfs Park Office, 8249 Clough Pike. Present were Board Members: Duffy Beischel, Lisa Klancher and Mark Bissinger. Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director; and, Bailey Martella, Financial Officer/Board Clerk.

GUESTS: Anne Buck, Johnson Park neighbor.

AGENDA: Mr. Beischel moved the Board approve the Agenda. Mr. Bissinger seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Gelter, Mrs. Klancher, and Mr. Bissinger. (4), No: None. The motion carried unanimously.

OLD BUSINESS

Riverside Park Riverbank Project: Mr. Kushner advised the Board the riverbank is complete and that we are waiting for a few invoices before submitting our final report and request for reimbursement.

Johnson Park: Mr. Bissinger stated he was abstaining from any discussion and/or decisions pertaining to the Johnson Park cell tower. Mr. Kushner stated there is nothing new on the status of the Arcadia Communications cell tower. He further stated staff had secured the small horse barn after Waltz Enterprises vacated the premises on July 19th. He indicated that a structural engineer to perform an assessment had not yet been hired per Mr. Bissinger's request. Mr. Kushner further noted that several repairs had been done by Mr. Waltz, without the park's approval or knowledge, which were not noticeable until the barn was vacated. Mr. Waltz has taken his boarding operation from 40 to 32 horses at this time.

New Accounting System: Mrs. Martella reported she received notification that the State Auditor's Office would not change any of their verbiage in the UAN contract as suggested by the district's attorney, Mr. Tom Luebbers. A discussion ensued as to the Clerk's personal responsibility for the care and custody of the equipment. Mr. Bissinger suggested that Mrs. Martella contact Mr. Luebbers and have him draft a short document for the park district to indemnify Mrs. Martella from personal responsibility. It was also suggested that Mrs. Martella contact Ken Dietz, Fiscal Officer for Anderson Township to find out what they had agreed to when acquiring the UAN Payroll program. She indicated she would contact both Mr. Luebbers and Mr. Dietz.

Reds Community Fund: Mr. Kushner reported the dedication for the Marty Brenneman field had gone very well and that the Red's Community Fund personnel seemed very please with the completed project.

Broadwell Woods: Mr. Kushner reported he has spoken to Mr. Doug Evans, Evans Landscaping, and Mr. Evans indicated he is still planning to plant the necessary trees. However, Mr. Kushner noted that, to date, there is nothing in writing to this effect from Mr. Evans. Mr. Beischel

suggested a planting deadline of November 20, 2008 and that Mr. Kushner notify Mr. Evans of this due date. The Board asked Mr. Kushner to stay in contact with Mr. Evans.

Heritage Center: Mr. Kushner reported he has continued conversations with Richard Shelley, Anderson Township Director of Public Works, to discuss an awning or other structure over the patio that would be in keeping with the “historic character” of the facility. Mr. Kushner stated that staff is in the process of requesting quotations for the replacement of the exterior doors in the meeting room and for Gazebo packages. Early indication is the doors will be approximately \$1,000 each and the Gazebo package approximately \$5,500. Both of these items would be paid for by the Township.

Levy Discussion: Mr. Kushner advised the Board that a Levy Fundraiser is planned for August 21st to be held at Juilfs Park. Mrs. Klancher suggested that after we have official word that our ballot language is accepted we should send it to her to be placed on the Levy Website. Mrs. Armstrong stated that the levy signs and shirts should be available for distribution at the fundraiser on the 21st.

2008 Anderson Days: Mr. Kushner stated the overall Anderson Day’s Financial Report should be ready by the September meeting.

WebTrac Update: Mr. Kushner advised the Board that the district is postponing the WebTrac installation and training until a few issues are settled regarding PCI compliance and hosting of WebTrac via a web-server. He continued his report saying that our current Website Host, Hammerhead Communications, recently acquired by The Active Network, Inc., had informed us they are unwilling to host WebTrac, because it is now their competitor. Until these issues are settled our registrations will be handled by mail, fax and/or dropped at a park office. Mr. Beischel again stated his concerns of using any of the WebTrac suggested companies to process credit cards until the district can be absolutely sure they are not holding credit card numbers on file beyond the necessary timeline. Mrs. Sheila Fehn, Office Manager, was asked to investigate the district’s credit card processing company options to answer these concerns and bring a recommendation to Mr. Kushner when completed.

NEW BUSINESS:

Staff Changes: Mr. Beischel moved for the Board to approve staff’s recommendation to accept the resignation of **Operations employee:** Donald Majnarich.

Mrs. Klancher seconded the motion. Voting; Yes; Mr. Bissinger, Mr. Beischel, Mrs. Gelter, Mrs. Klancher, (4), No: None. The motion carried unanimously.

2006 – 2007 Audit: Mrs. Martella reported that Balestra, Harr & Schere, CPA’s, Inc. had been on site for 4 days collecting documents to start our 2006 - 2007 audit. She stated they completed their “in house” work and would be working on the balance of the audit in the next few weeks. This work will take place at their office and will be requesting additional documents if needed. Upon their arrival the Balestra representative stated that it would be necessary to complete a 2006 Financial Statement. Brandon Balestra indicated that Balestra, Harr & Scherer Consulting, LLC could complete this task for a maximum of \$3,500. After a discussion Mr. Kushner authorized Mrs. Martella to enter into a contract with the Balestra, Harr & Scherer consulting,

LLC. She further reported that The State, Local Government Services is nearing completion of our 2007 Financial Statement.

Martin Marietta Mining: Mr. Kushner reported that Anderson Township Zoning Appeals Board had held a public hearing concerning the proposed underground limestone mining/blasting by Martin Marietta Materials, Inc. He reported he has received several calls asking if the district was opposing the mining and increase of truck traffic on Round Bottom Road. Mr. Kushner stated that even though the trucks may pass Riverside Park this traffic or the blasting should not have any real impact on the park.

REQUEST FOR APPROVAL

Approval of Purchase Orders: Mr. Beischel moved for the Board to approve the following Purchase Orders:

Arnold Printing	Newsletter	\$6,653.00
Natorp's Landscaping Materials	Trees for the Riverbank	\$5,516.00

Mrs. Klancher seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bissinger, Mrs. Gelter, Mrs. Klancher (4), No: None. The motion carried unanimously.

Fundraising & Grant Activity: Mr. Kushner opened the discussion with the Board concerning the need to start the long range planning process so the district could seek grants for development projects with the highest priority. He stated that it is hard to acquire grants until these priorities are decided in some detail. Mr. Bissinger suggested that the district seek grants to preserve the small barn while Mr. Beischel stressed that the house should be at the top of the priority list. It was decided that after the November election a consultant should be hired to help with the design and development of Johnson Park.

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES: Mr. Beischel moved for the Board to approve the **June 2008 Financial Reports and Authorized the Expenditures** as presented by Mrs. Martella. Mr. Bissinger seconded the motion. Voting: Yes: Mr. Bissinger, Mr. Beischel and Mrs. Gelter. (3); No: None; Abstain Mrs. Klancher (1). The motion carried unanimously.

Mr. Beischel moved for the Board to approve the **July 2008 Financial Reports and Authorized the Expenditures** as presented by Mrs. Martella. Mr. Bissinger seconded the motion. Voting: Yes: Mr. Bissinger, Mr. Beischel, Mrs. Klancher and Mrs. Gelter. (4); No: None. The motion carried unanimously.

APPROVAL OF MINUTES: Mrs. Klancher moved to approve the minutes of the **June 18, 2008 Regular Meeting**. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Klancher and Mrs. Gelter (3) No: None. The motion carried unanimously.

Mrs. Klancher moved to approve the minutes of the **July 21, 2008 Special Meeting**. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Klancher, Mr. Bissinger and Mrs. Gelter (4) No: None. The motion carried unanimously.

At 8:55 p.m. there being no further business to be brought before this Board, Mr. Beischel moved to adjourn the meeting. Mrs. Klancher seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bissinger, Mrs. Klancher and Mr. Beischel. (4) No: None. The motion carried unanimously.

Submitted by,

Bailey H. Martella
Financial Officer/Board Clerk

Duffy Beischel

Mark Bissinger

Nadine Gelter

Lisa Klancher