

**REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS  
ANDERSON TOWNSHIP PARK DISTRICT  
November 13, 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: Dale Bartholomew, Duffy Beischel, Lisa Klancher and Mark Bissinger. Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director; Bailey Martella, Financial Officer/Board Clerk; Mike Smith, Operations Manager; Scott Lahman, Recreation Manager and Sheila Fehn, Office Manager.

**GUESTS:** None.

**PLEDGE OF ALLEGIANCE**

**AGENDA:** Mr. Bartholomew moved the Board approve the Agenda. Mr. Bissinger seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Gelter, Mr. Bartholomew, Mrs. Klancher, and Mr. Bissinger. (5), No: None. The motion carried unanimously.

**OLD BUSINESS:**

WebTrac Update: Mrs. Armstrong reported that it has been determined that ZimCom will host the district's Website, therefore, we are now ready to add the WebTrac Registration module. Mrs. Fehn advised the Board that she had been assured by the WebTrac Representative that all of the stored names and credit card number would be encrypted. Mr. Beischel asked Mrs. Fehn to secure a letter confirming the discussion pertaining to the encryption before any purchase is made. Mr. Bissinger inquired if the district would also be purchasing the Facility Module to help with our field and shelter rentals. Mrs. Fehn advised that the pricing had not been secured for the Facility Module but further stated she was not sure that it could be used with our current pricing structure. The Board asked Mrs. Fehn to secure the pricing for this module and add it to the purchase, if reasonable. The Board asked for staff to send this information to the Board for an in-between meeting approval and ratification at the December meeting if approved by a majority.

Filming in the Parks: Mr. Beischel moved the Board approve a policy for Filming in the parks for public presentation and that staff use the following guidelines for the policy: Neither Anderson Township Park District's name, part of our name, the park name, nor our logo may be represented in the commercial; the agreement does not grant exclusive use of the park, just permission to film in the park. Therefore, the park will remain open to the public, and the film crew will need to adjust accordingly. The fee is \$200 for a 4-hour increment, and \$50 per hour for each additional hour. Mr. Bartholomew seconded the motion. Voting; Yes; Mr. Bissinger, Mr. Beischel, Mrs. Gelter, Mrs. Klancher and Mr. Bartholomew, (5), No: None. The motion carried unanimously.

Johnson Park Small Barn: Mr. Kushner reported the Anderson Township Historical Society has been contacted and the small barn will be discussed at their next meeting. According to Sue Wettstein, A.T.H.S., the society will try and find out more information on the barn prior to their meeting. Mr. Kushner further stated that he has had discussions with Jack Sutton, Director of the Hamilton County Park District (H.C.P.D.) pertaining to the historical perspective of barns.

According to Mr. Sutton the H.C.P.D. has many barns on various properties. In the past he stated they have moved and re-assembled a portion of a barn. The H.C.P.D. has partnered with many organizations for funding and use of the structures; however, even if a barn is declared to be historically significant, then the structure must be restored to near original condition which is usually cost prohibitive for most park systems. In all cases Mr. Sutton stressed they follow their mission statement to help determine the best use for land and structures so that the end result is justifiable to the public. The Board indicated they would wait to get a report from the Historical Society before making any decisions on the barn.

UAN Accounting System: Mrs. Martella reported that the contract to purchase the new UAN Accounting System had been sent. She further stated that the Auditor of State's office had indicated that it is not possible to have the new system and training in place until the spring of 2009. She also stated that she had contacted the State Auditor's Office to inquire about the possibility of converting our 2008 number to a GASB look-a-like. Mr. Beischel moved to approve up to \$40/hour for this service. Mr. Bissinger seconded the motion. Voting; Yes; Mr. Bissinger, Mr. Beischel, Mrs. Gelter, Mrs. Klancher and Mr. Bartholomew, (5), No: None. The motion carried unanimously.

Broadwell Woods: Mr. Kushner gave the Board a letter from Mr. Doug Evans, Evans Landscaping, pertaining to the Broadwell Woods clear-cut issue and the October meeting minutes regarding the issue. In the letter Mr. Evans stated that he would pay for the tree whips if the park district is interested in planting them. He was somewhat concerned that someone reading the minutes might perceive him as being unwilling to repair the damage to the property, which he thought, he had completed. Mr. Kushner also reported he had spoken to Jack Sutton, Director, Hamilton County Park District about this problem since they are the owners of the property. Mr. Sutton stated he would be happy if Mr. Evans would at least plant trees rather than the reforestation criteria previously communicated. Mr. Beischel suggested that another letter be sent to Mr. Evans stating the park district concerns and issues. Mr. Kushner stated he would draft a letter for the Board to review prior to mailing to Mr. Evans.

Heritage Center: Mr. Kushner reported the Operations Department is having some difficulty finding doors with the right dimensions for the back of the house. Mr. Bartholomew stated he thought he knew someone who could help with this and asked Mr. Kushner to contact him after the meeting to get the name and number.

Levy Discussion: Mrs. Armstrong gave the Board the "unofficial" Board of Elections listing of each Anderson Township polling location and how the vote was recorded. It was suggested that for the few precincts where there was an overall negative or close vote, a questionnaire or survey be sent to find out what the district could do better meet their needs and/or gain their support.

Facility "Same Store" Report: Mr. Kushner presented the Board with the Facility "Same Store" Report that shows the revenue comparison of the district's revenue for all rental facilities. Mr. Bissinger stated he thought the report was good as long as the staff is using it as a tool to help determine usage and scheduling for the next year.

**NEW BUSINESS:**

2009 Budget: Mr. Kushner and Mrs. Martella presented the 2009 Draft Budget. The Board suggested that 5% of the 2008 carry-over be added to the 01-A Land Acquisition Appropriation. Mr. Bartholomew asked Mrs. Martella to send the Board a chart of the amount spent in each appropriation for 2007 and Y-T-D for 2008 for comparison. He stated that after review of this comparison they would be ready to offer suggestions for the budget. Mr. Beischel added he was pleasantly surprised to see a higher carryover amount than in previous years.

**REQUEST FOR APPROVAL**

Resolution 2008-10: Mr. Bartholomew moved for the Board to approve Resolution 2008-10 requesting the County Auditor rescind the Park District's current 1.9 mill levy from 2000, as written in the previous resolution, and promised during the levy campaign. Mr. Bissinger seconded the motion. Voting; Yes; Bissinger, Mr. Bartholomew, Mr. Beischel, Mrs. Gelter, Mrs. Klancher (5), No: None. The motion carried unanimously.

FEMA Storm Clean-up Grant:

Mr. Bartholomew moved the Board authorize Mr. Kushner and Mrs. Martella to sign all documents and in all ways act as the Authorized Agents relative to the Public Assistance Grant Program of FEMA-DR 1805-OH. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bissinger, Mr. Bartholomew, Mrs. Gelter, Mrs. Klancher (5), No: None. The motion carried unanimously.

Fundraising & Grant Activity: Mr. Kushner advised the Board that we were not successful in obtaining the Baseball Tomorrow Grant for lighting at Riverside Park. The Board stressed again that staff should be looking at all projects or possibilities while not limiting options to Johnson Park.

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:** Mr. Bartholomew moved for the Board to approve the **October 2008 Financial Reports and Authorized the Expenditures** as presented by Mrs. Martella. Mr. Bissinger seconded the motion. Voting: Yes: Mr. Bissinger, Mr. Beischel, Mr. Bartholomew, Mrs. Klancher and Mrs. Gelter. (5); No: None. The motion carried unanimously.

**APPROVAL OF MINUTES:** The approval of the minutes from the October meeting were tabled until the next meeting.

At 9:10 Mrs. Martella left the meeting.

Mrs. Armstrong reported that at 9:15 p.m. Mr. Beischel moved the Board adjourn into Executive Session to discuss personnel issues. Mr. Bartholomew seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Klancher, Mr. Bissinger and Mrs. Gelter (5) No: None. The motion carried unanimously.

At 10:40 Mr. Beischel moved the Board adjourn their Executive Session and re-open the regular meeting. Mr. Bartholomew seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Gelter,

Bartholomew, Mrs. Klancher and Mr. Bissinger. (5) No: None. The motion carried unanimously.

Mr. Beischel moved the Board approve the employee Health Insurance Renewal on January 1, 2009 with Humana. Mrs. Klancher seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Gelter, Bartholomew, Mrs. Klancher and Mr. Bissinger. (5) No: None. The motion carried unanimously.

At 10:45 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, Mr. Bartholomew, Mrs. Klancher and Mr. Beischel. (5) No: None. The motion carried unanimously.

Submitted by,

Bailey H. Martella  
Financial Officer/Board Clerk

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Dale Bartholomew

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Duffy Beischel

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Mark Bissinger

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Nadine Gelter

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Lisa Klancher