

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

## ANDERSON TOWNSHIP PARK DISTRICT

**May 13, 2010**

J. Duffy Beischel, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:31 pm at the Anderson Township Park District, Juilfs Park Office, 8249 Clough Pike. Present were Board Members: J. Duffy Beischel, Dale Bartholomew, Nadine Gelter, Josh Gerth, and Angie Stocker. Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director/Board Clerk; Brian Jordan, Financial Officer, Mike Smith, Operations Manager, and Scott Lahman, Recreation Manger.

**GUESTS:** Community Press Staff: Lisa Wakeland

### PLEDGE OF ALLEGIANCE

**AGENDA:** Mr. Bartholomew moved the Board approve the Agenda as modified, reflecting the Agenda Approval following the Pledge of Allegiance. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Beischel, Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**OATH OF OFFICE:** Angie Stocker, Nadine Gelter, and Josh Gerth read their Oath of Office, which was witnessed by Brian Jordan and notarized by Emily Armstrong. The term for Mrs. Stocker will expire on the first Monday in May, 2011. The terms for Mrs. Gelter and Mr. Gerth will expire on the first Monday in May, 2013.

**ELECTION OF OFFICERS:** Mrs. Gelter moved the Board approve the proposed 2010-2011 slate of officers as follows:

President	Dale Bartholomew
Vice-President	Nadine Gelter
	Josh Gerth
	Angie Stocker
	J. Duffy Beischel

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Beischel, Mr. Bartholomew, Mrs. Stocker. (5); No: None. The motion carried unanimously.

### OLD BUSINESS:

Johnson Hills Park Planning: Mr. Kushner reported that staff has discussed with Mr. Jeff Stine the engineering of the roadway from Bridle Road and the Park Core parking lot. Mr. Kushner stated that staff has been in contact with Duke Energy regarding electric poles and lines associated with the project. Mr. Kushner reported that April 24<sup>th</sup> was the Great American Clean Up, for which 120 youth and adult volunteers worked hard to clean up W. M. Johnson Hills Park for a total of 360 volunteer hours.

Mr. Beischel asked Mr. Kushner about the future plans for the Milk House. Mr. Kushner responded that staff wants to move the little building from the Park Core area, since a lot of work has been done to the structure by a boy scout.

Riverside Park ~ Synthetic Turf Athletic Fields: Mr. Kushner reported that staff is working through the processes for the Request for Proposal and zoning/permits for the synthetic turf field project. Mr. Kushner updated the Board regarding staff's request to Anderson Township for a zoning variance for the height of the light poles, and the set-back from the right-of-way for the project fencing. Mr. Kushner thanked Mr. Bartholomew for attending the May 6<sup>th</sup> Board of Zoning Appeals Meeting with Mr. Smith and himself. Mr. Kushner reported that members of the Board of Zoning Appeals imposed a lighting restriction for the lights to be turned off by midnight. Mr. Kushner stated that he believes the neighbor's concerns about the lights will be alleviated once they see the lighting system in working order. Mr. Kushner presented the Board with a project layout and a proposed project timeline.

Hamilton County Sheriff's Contract: Mr. Kushner reported that the ATPD is officially under contract until 2013 with the Hamilton County Sheriff's Department for a Park Resource Officer, barring any changes with the status of the Sheriff's Department with Anderson Township Administration.

Greater Anderson Days: Mr. Kushner reported that sponsorships are trickling in: Mercy Hospital Anderson has committed as a Gold level sponsor; Cincinnati Federal Savings and Loan has committed as a Silver level sponsor; Rumpke is giving the event a Silver level discount; and the Beechmont Auto Mile is committed again as the fireworks sponsor. He stated that vendors are beginning to contact us to get involved in the event and that May is typically the month that business booth vendors apply.

Handbook Revisions: Mr. Beischel moved the Board approve the proposed Employee Handbook Policy Revisions, "Employment Status" and "General Employment Policies", as proposed. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

#### **NEW BUSINESS:**

Pickle Ball: Mr. Kushner reported to the Board that staff has added another passive user group and facility use to the ATPD's repertoire. He stated that Pickle Ball, a popular sport in Florida, is currently being played on the back patio at the Beech Acres Park RecPlex on Saturdays. Mr. Kushner reported that a group requested space over the past winter. He also stated that the ATPD has provided the lines, while the group brings all of the required equipment. Mr. Lahman explained that the sport is a combination of table tennis and badminton, and uses a net and wiffle balls on a concrete or asphalt space.

Recreation Department Financial Reports: Mr. Lahman provided the Board with financial reports for the following Recreation Department events and programs: Youth Basketball Leagues; Youth Volleyball League; Daddy Daughter Dance; and the Easter Egg Hunt. Mrs. Gelter asked Mr. Lahman about the declining numbers in Youth Basketball. Mr. Lahman responded that the program is evolving and that the Recreation Department plans to continue to adjust the program to better meet the needs of the community.

Calendar of Events: Mr. Kushner informed the Board that Pancakes in the Park is scheduled for June 6 at the Beech Acres Park RecPlex. Mr. Bartholomew stated that he would be representing the ATPD at a Memorial Day Service at the Anderson Center, including Post 318, the Forest Hills School District, Anderson Township Administration, and the ATPD.

## **REQUEST FOR APPROVAL**

**Asset Exchange:** Mr. Beischel moved the Board approve the following asset exchange between the ATPD and Anderson Township Administration:

The ATPD will swap the sod from the Riverside Park Synthetic Field Project area, in exchange for a dump truck and trailer from Anderson Township Administration.

Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

**Staff Changes:** Mr. Beischel asked for clarification on the ATPD's nepotism policy. Mrs. Armstrong stated that nepotism has been allowed for assignable employees, including Operations staff, Concessions staff, and Recreation Staff, as long as the employees do not serve in a supervisory capacity to their relative. Mr. Beischel requested staff revisit the nepotism policy as listed in the Employee Handbook. Mr. Kushner stated that staff would do so for the next meeting.

Mr. Beischel moved the Board approve staff's recommendation to hire the following assignable staff:

**Recreation Department:** Wyatt Baker, Zachary Boyer, Andrew DiSabatino, Robin Finzer, Alexa Fleming, Marianne E. Lipschutz, Alexis St. Martin, Robert Tyson-Multhaup, and Gage Welch.

**Concessions Department:** Patrick Reagan; Morgan Willenbrink, and Kasey Williamson.

**Operations Department:** Benjamin Combs, Kristopher Koch, and Robert Sommer.

Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

**Purchase Orders Approval:** Mr. Beischel moved the Board approve the following between-meeting Purchase Orders:

Tribble Refrigeration	Juilfs Air Conditioner	\$ 8,650.00
Arnold Printing	Park Guide	\$ 7,000.00
Schumacher Dugan Construction	Juilfs Park Tennis Court Resurface	\$ 11,495.00
Brandstetter Carroll, Inc	Riverside Synthetic Field Design	\$ 24,500.00

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

**Resolution 2010-09:** Mr. Beischel moved the Board approve **Resolution 2010-09 Amending Resolution No. 2010-11** (the 2010 Equipment Lease) to authorize the request for two additional pieces of equipment (floor scrubber and a Gator).

Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

**Fundraising and Grant Activity:** Mr. Kushner reported that fundraising and sponsorships continue to be a priority this time of year for Greater Anderson Days and the Run to Remember 5K.

Mr. Kushner reported to the Board that staff is exploring an opportunity with St. Ursula Academy regarding a possible partnership to construct or renovate a ball diamond within an ATPD park. Mr. Kushner stated that an arrangement might be similar to the Marty Brenneman Field upgrade the ATPD coordinated with the Anderson Township Little League organization. Mr. Kushner stated that staff is very early in the process regarding the discussions, that no location has been decided upon, and that details regarding exclusive use rights remain to be worked out.

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Bartholomew asked Mr. Jordan to provide the Board with a quarterly bond liability list. Mr. Beischel asked Mr. Jordan for the timeframe the ATPD receives local taxes. Mr. Jordan responded that Robin Sinclair of the Hamilton County Auditor's Office told him that since the County is getting the taxes later, the ATPD will get them later, accordingly.

Mr. Beischel requested to see the agreement for cell service prior to the next meeting. Mr. Kushner stated that functions and services such as texting and a Blackberry were added following the original agreement.

Mr. Beischel moved the Board approve the **April 2010 Financial Reports and Authorized the Expenditures** as presented by Mr. Jordan. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

**APPROVAL OF MINUTES:** Mrs. Gelter moved the Board approve the minutes of the **April 8, 2010 Regular Meeting**. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, and Mr. Beischel. (4); No: None. The motion carried unanimously.

**Riverside Park Synthetic Turf Athletic Fields:** Ms. Wakeland, Community Press, asked the Board for the amount of sod that will be removed for the synthetic turf field project at Riverside Park. Mr. Kushner responded that it would be approximately 164,000 feet square feet. Ms. Wakeland asked about the light set-up for the project and the construction timeline. Mr. Kushner provided Ms. Wakeland with the project layout and the proposed project timeline. The Board thanked Ms. Wakeland for her time.

At 7:25 pm Mr. Beischel moved the Board adjourn into Executive Session to discuss land acquisition. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

At 7:51 pm Mr. Bartholomew moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

Mr. Beischel moved the Board approve an amount not to exceed \$10,000.00 for an appraisal of the property the ATPD is considering acquiring. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Beischel, and Mrs. Stocker. (4); No: Mr. Bartholomew. (1) The motion carried.

At 7:57 pm there being no further business to be brought before this Board, Mr. Beischel moved to adjourn the meeting. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Gerth, Mr. Bartholomew, Mr. Beischel, and Mrs. Stocker. (5); No: None. The motion carried unanimously.

Submitted by,

Emily Armstrong  
Assistant Director/Board Clerk

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Dale Bartholomew

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J. Duffy Beischel

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Nadine Gelter

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Josh Gerth

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Angie Stocker