

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

## ANDERSON TOWNSHIP PARK DISTRICT

**February 9, 2011**

Dale Bartholomew, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:39 pm at Park District headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: Dale Bartholomew, J. Duffy Beischel, Josh Gerth, and Nadine Gelter (Angie Stocker was out-of-town for business).

Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director/Board Clerk; Brian Jordan, Financial Officer; Mike Smith, Operations Manager; and Sheila Fehn, Office Manager.

**GUESTS:** Lisa Wakeland, Forest Hills Journal.

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

### **OLD BUSINESS:**

Riverside Park ~ Dry Run Sewer Extension, Phase II: Mr. Kushner stated he had recent communication with Metropolitan Sewer District (MSD) representatives regarding the status of the Dry Run Sewer Extension, Phase II project. He reported the end result of the communication was that MSD officially confirmed the side of Roundbottom Road opposite Riverside Park as the better and current option for the sewer alignment.

Mr. Beischel suggested Mr. Kushner contact Mr. Mark Schmidt regarding MSD's response.

W. M. Johnson Hills Park ~ Update: Mr. Kushner reported Ms. Jeannine Kreinbrink, Senior Archaeologist with Natural and Ethical Environmental Solutions, LLC, continues to conduct the site analysis of W. M. Johnson Hills Park as the weather permits. He also stated the planning continues for the road and lake under the direction of engineer, Mr. Jeff Stine. Mr. Kushner reported the parking lot plans are being revised in order to maximize the parking capacity for the park. He stated H & M Surveying is setting permanent monument control points throughout the park, to enable efficiency and cost effectiveness with the development evolution of the park. He further stated the dam for the lake will require a significant amount of clean fill material, and that the ATPD will serve as the general contractor for the project.

Beech Acres Park Trail: Mr. Kushner reported Beech Acres Park as the most consistently and highly used park in the district and that regular enhancements are necessary to contend with the high volume of park use. He stated staff has identified several areas of the existing trails and walkways in need of improvement in 2011. He recommended the funds given to the ATPD by Anderson Township Government in 2007 for the enhancement of trails and walkways at Beech Acres Park remain in the Beech Acres Park account, versus transferring the funds to W. M. Johnson Hills Park as proposed at the January Board Meeting.

The Board agreed with Mr. Kushner's recommendation to keep the funds in the Beech Acres Park account for enhancements to the park's existing trails and walkways.

Park Signage: Mr. Kushner reported the ATPD continues to analyze and research signage upgrades and applications throughout the district. He stated most of the park entrance signs and reader boards are in need of major renovation and/or replacement. He said the park entrance signs and reader boards continue to be one of the ATPD's most effective information and marketing tools. He stated staff intends to gradually renovate and/or replace the park entrance signs and reader boards over the next few years.

Mr. Beischel requested staff provide the Board with a labor analysis of the current signboard process at the March Board Meeting.

Joint Recreation Agreement Update: Mr. Kushner reported The ATPD and Anderson Township Government entered into a Joint Recreation Agreement in the late 1980's with the intention of providing recreational opportunities for the residents of Anderson Township. He stated existing facilities which evolved from this collaboration include Clear Creek Park, Riverside Park, the Heritage Center, and Kellogg Park. He said the Joint Recreation Agreement contains details regarding the various properties, including but not limited to: land use, dates, ownership, management, development, etc. He stated the ATPD has met all of the requirements set forth in the Agreement. Mr. Kushner said a consolidated and updated Agreement better representing the reality of today is awaiting review by the Township's law director, after which the ATPD will have an opportunity to review.

#### **NEW BUSINESS:**

Greater Anderson Days: Mr. Kushner reported plans are under way for the 13<sup>th</sup> annual Greater Anderson Days celebration at Beech Acres Park, July 29, 30, and 31, 2011. He stated the Anderson Township Fireman's Association has decided to step out of this year's event. He said American Legion Post 318 is eager to join as a partner for this event and is committed to coordinating and managing the gambling activities. He stated the Anderson Foundation for Parks and Recreation will manage the additional aspect of beer sales. Mr. Kushner reported the 2011 event partners are comprised of the Anderson Area Chamber of Commerce, Anderson Township Government, and American Legion Post 318, with the ATPD serving as the event coordinator.

#### **FUNDRAISING AND GRANT ACTIVITY:**

Mr. Kushner reported staff has submitted applications for the following grant opportunities administered by the Ohio Department of Natural Resources:

- Land and Water Conservation Fund: *Kellogg Park Shelter*
- Recreational Trails Fund: *W. M. Johnson Hills Park Paved Scenic Trail*

Mr. Beischel suggested staff identify individuals with whom to build relationships in an effort to seek funding from private individuals and companies.

#### **REQUESTS FOR APPROVAL:**

Staff Changes: Mr. Gerth moved the Board approve staff's recommendation for the following:

Hiring: Jarrett Martinez, Assignable Staff, Recreation I.

Promotion: Zach DeWar and Dan Esslinger, Assignable Staff, from Operations I to Operations II.

Resignation: Shirley Brubaker, Full Time Administrative Assistant, effective March 18, 2011.

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

**Purchase Orders:**

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

E.M.E. Fence	Riverside Park Fence	\$ 7,200.00
H & M Surveying	Control Points & Boundary Surveying, Johnson Hills Park	\$ 8,000.00

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

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Beischel moved the Board approve the **January 2011 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

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

**APPROVAL OF MINUTES:**

Mrs. Gelter moved the Board approve the minutes of the **January 12, 2011 Regular Meeting.**

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

**PUBLIC TO ADDRESS THE BOARD:**

Ms. Wakeland asked the Board when the lake will be constructed at W. M. Johnson Hills Park. Mr. Kushner stated the project will commence by summer, and that it will take a few years for the water height to be established from the natural watershed.

At 7:41 pm Mr. Beischel moved the Board adjourn into Executive Session to discuss land acquisition and personnel. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mr. Gerth, and Mrs. Gelter. (4); No: None. The motion carried unanimously.

The Board took a short break.

At 8:10 pm Mrs. Gelter moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Gerth seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mr. Gerth, and Mrs. Gelter. (4); No: None. The motion carried unanimously.

At 8:10 pm there being no further business to be brought before this Board, Mrs. Gelter moved to adjourn the meeting. Mr. Gerth seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mr. Gerth, and Mrs. Gelter. (4); 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