

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

## ANDERSON TOWNSHIP PARK DISTRICT

January 12, 2011

Dale Bartholomew, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:30 pm at Park District headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: Dale Bartholomew, Angie Stocker, J. Duffy Beischel, Josh Gerth, and Nadine Gelter.

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

**GUESTS:** Lisa Wakeland, Forest Hills Journal; Jessica Fall; and John von Wahlde.

### PLEDGE OF ALLEGIANCE

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

**LONNIE BETTLE SERVICE AWARD:** Mr. Kushner introduced Mrs. Jessica Fall, the 2010 Lonnie Bettle Service Award recipient. He noted that Mrs. Fall has consistently demonstrated an exemplary work ethic, provided outstanding service to the Park District and the community, and like Lonnie, has been instrumental in the evolution of the Anderson Township Park District. Mr. Lahman said Mrs. Fall has been a member of the Recreation Department for over 10 years, coordinating children's programs, events, and summer camps. Mrs. Fall accepted her award and thanked Mr. Kushner, Mr. Lahman, and the Board.

The Board thanked Mrs. Fall for her service to the Park District.

### OLD BUSINESS:

Year in Review: The annual "Year in Review" video created by Allison Cottrill, ATPD Marketing Specialist, was shown highlighting the district's accomplishments for 2010.

Mr. Beischel suggested staff post the participation numbers on the website, so the community can see how many people the ATPD is serving.

Riverside Park ~ Dry Run Sewer Extension, Phase II: Mr. Kushner stated, per the Board's direction, he sent an email on December 6<sup>th</sup> and placed a phone call on December 10<sup>th</sup> to Mr. Tony Dick of the Metropolitan Sewer District (MSD), inquiring about the status of the Dry Run Sewer Extension, Phase II project. He reported he had not received a response email, nor a return phone call. Mr. Beischel suggested Mr. Kushner contact Mr. Dick's supervisors because it does not make any sense why MSD is giving Mr. Mark Schmidt information that the ATPD is being uncooperative, yet MSD will not respond directly to the ATPD.

Mr. Kushner stated Anderson Township Government is attempting to get a response, as well, and they recently sent correspondence to MSD's municipality liaison. Mr. Kushner said he would keep the Board apprised of any new information.

W. M. Johnson Hills Park ~ Update: Mr. Kushner reported Ms. Jeannine Kreinbrink, Senior Archaeologist with Natural and Ethical Environmental Solutions, 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 staff's goal is to get the plans, permits, and geo-technical work complete for the lake in order for construction to commence by summer.

Mr. Beischel suggested staff consider incorporating the installation of pavestone, considering the environmental and cost-effective long-term benefits presented at the last meeting. Mr. Kushner stated pavestone applications would be possible in sections of the project.

Laverty Park Playground Renovation: Mr. Kushner reported the new playground installation was completed mid-December. He further stated new fencing was installed in the ball diamond outfield and behind the basketball court.

Beech Acres Park ~ Cell Tower: Mr. Kushner reported he had nothing new to report regarding T-Mobile's request to sublease Beech Acres Park cell tower space to Clear Wireless. He suggested the subject item be eliminated from future agendas, pending a status change.

The Board agreed with Mr. Kushner's suggestion.

#### **NEW BUSINESS:**

There was no new business to report.

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

Mr. Kushner reported staff is currently finalizing applications for the following grant opportunities due February 1<sup>st</sup>, 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*

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

##### **2011 Budget Approval:**

A brief discussion ensued regarding the status of \$50,000 earmarked for trails and sidewalks at Beech Acres Park, given to the ATPD by Anderson Township Government in 2007. Mr. Kushner stated he recommends the funds remain in the Beech Acres Park account for enhancements to the existing trails and sidewalks. The Board directed Mr. Kushner to formally request permission from Anderson Township Government to use the funds for trails or sidewalks at W. M. Johnson Hills Park. Mr. Bartholomew stated following the Township's approval, Mr. Kushner should bring the item back to the Board, for which they would vote on a funds transfer in the budget.

Following additional review and discussion of the revenue and appropriation proposal, Mrs. Gelter moved the Board approve the final 2011 Budget as presented by Mr. Jordan.

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

Annual Purchase Orders Approval: Mrs. Gelter moved the Board approve the following 2011 Annual Purchase Orders as presented:

Fifth Third Bank, Equipment Lease (2011)	\$ 68,423.11
Fifth Third Bank, Equipment Lease (2010)	\$ 48,179.00
Fifth Third Bank, Equipment Lease (2009)	\$ 42,754.00
PNC Bank, 2010 Bonds	\$263,819.53
Cincinnati Water Works	\$ 25,000.00
Duke Energy, Park Wide Gas & Electric Excluding RecPlex	\$ 90,000.00
Hylant Maclean, Liability Insurance	\$ 38,000.00
Bank of New York, 1997 Bonds	\$ 31,300.00
U.S. Bank, 1998 Bonds	\$ 94,175.00
Beech Acres Parenting Center, RecPlex	\$ 58,039.00
Hamilton County Sheriff's Department	\$ 92,000.00
Forest Hills School District ~ User Fees	\$ 6,000.00
Marathon ~ Fuel Usage	\$ 50,000.00
Humana, Health Insurance	\$143,000.00
Auditor of State (LGS)	\$ 6,000.00

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

Resolution 2011-01: Mr. Beischel moved the Board approve **Resolution 2011-01, the Annual Appropriations Resolution**. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (5), No: None. The motion carried unanimously.

Resolution 2011-02: Mrs. Gelter moved the Board approve **Resolution 2011-02, Certificate of All Resources Available for Expenditures and Balances**. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (5), No: None. The motion carried unanimously.

#### **FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Beischel moved the Board approve the **November 2010 and December 2010 Financial Reports and Authorized the Expenditures** as presented by Mr. Jordan.

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

#### **APPROVAL OF MINUTES:**

Mrs. Gelter moved the Board approve the minutes of the **December 2, 2010 Regular Meeting**. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (5); No: None. The motion carried unanimously.

#### **PUBLIC TO ADDRESS THE BOARD:**

Ms. Wakeland asked the Board for clarification about the \$25,000.00 "signs" line item in the 2011 Budget. Mr. Kushner explained the line item constitutes all signage for all parks, including two electronic sign boards for select locations, which would replace existing manual sign boards in poor condition.

At 7:36 pm Mr. Beischel moved the Board adjourn into Executive Session to discuss land acquisition and personnel. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (5); No: None. The motion carried unanimously.

At 8:37 pm Mrs. Stocker moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Beischel seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (5); No: None. The motion carried unanimously.

Mr. Beischel moved the Board authorize the budgeted 2011 Compensation rates, with up to a 1% base increase for full time employees, and furthermore, due to a 17.2% reduction in expenditures in 2010, also authorize Mr. Kushner to distribute a performance award to employees based on the budget savings and performance reviews, for an amount not to exceed \$18,400, which includes an agreed upon amount for Mr. Kushner.

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

At 8:45 pm there being no further business to be brought before this Board, Mrs. Stocker moved to adjourn the meeting. Mr. Beischel seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Beischel, Mr. Bartholomew, Mr. Gerth, Mrs. Gelter (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