

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS ANDERSON PARK DISTRICT

**April 12, 2016**

Nadine Gelter, President, called the regular meeting of the Board of Park Commissioners of the Anderson Park District (“APD”) to order at 6:30 pm at Park District Headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: Tom Turchiano, and Dominic Wolfer.

Also present were: Ken Kushner, Executive Director; Brian Jordan, Financial Officer; Jessica Fall, Recreation Manager; Mike Smith, Operations Manager and Sheila Fehn, Office Manager. Not present were Board Members Angie Stocker and Rob Herking due to business obligations.

**GUESTS:** Sheila Vilvans, Forest Hills Journal, Vicky Earhart, Anderson Township Administrator; residents: Wayne Hermann, Jean Wakefield and Lois Keys.

## **PLEDGE OF ALLEGIANCE**

**BOARD CLERK:** Mrs. Gelter moved the Board appoint Sheila Fehn, Office Manager as Board Clerk in Emily Armstrong’s absence. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano and Mr. Wolfer (3); No: None. The motion carried unanimously.

**AGENDA:** Mrs. Gelter moved the Board approve the Agenda as presented. Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

**Public to Address the Board:** Mrs. Keys asked if there were plans to clean the muck out of the pond at Johnson Hills Park. Mr. Kushner said there were plans to clean the pond in the future.

## **OLD BUSINESS:**

**Operating Levy Discussion:** Mrs. Gelter stated the APD’s current operating levy expires in 2018. Since 1992, the APD has run its operating levies during presidential elections because voter turnout is typically larger than non-presidential elections.

Mr. Kushner said the ballot language would read as an additional levy since the timing would be prior to the last official year of the levy. The language also includes that the previous levy would be rescinded upon passage of the new levy.

**Anderson Senior Center Update:** Mr. Kushner said there was nothing new to report and that Anderson Township was working through the process.

Mr. Kushner said the Great American Cleanup had approximately 70 volunteers ranging in age from 8 months to 80’s. The weather was very chilly and everyone worked very hard.

## **NEW BUSINESS:**

**Anderson Township Comprehensive Plan:** Mr. Kushner stated he is involved in the Anderson Township’s (“Township”) 2016 Comprehensive Planning process. Mrs. Gelter asked if he had been involved in previous Township Comprehensive Plans. Mr. Kushner stated he has been involved in various Township planning processes over the years, including the 2011 Comprehensive Plan.

Audit Update: Mr. Kushner reported auditor, Kunal Parikh, a Senior Auditor at Charles E. Harris & Associates, was at park district headquarters the week of April 4<sup>th</sup>. While the APD qualifies for a partial audit, the APD has again requested a full audit. The audit was for the years 2014 and 2015.

Mrs. Gelter asked Mr. Jordan how the audit went and Mr. Jordan stated everything ran smoothly. Mr. Jordan asked the board members if they had received notification of the audit from the auditor. Mrs. Gelter, Mr. Turchiano and Mr. Wolfer said they all had received notification. Reports of any findings will be sent directly to the Board of Park Commissioners.

Calendar of Events: Mr. Kushner presented a calendar of upcoming activities for the Board's review.

Mrs. Gelter highlighted the upcoming new special event Heritage Day at Johnson Hills Park. Mr. Kushner reported that local schools will be attending the event on Friday and then will be opened to the public the following day. Mrs. Fall said we are working with Grassy Run Historical Arts Committee who will have old-time crafters, blacksmiths, and rope makers.

Mr. Kushner also reported the new Pickleball League is off to a great start with 16 registered teams.

## **REQUESTS FOR APPROVAL:**

### **Staff Changes:**

Mr. Turchiano moved the Board approve staff's recommendation to hire the following people on their actual dates of hire as part time staff:

**Lana Smith**, RecPlex Administrative Assistant

**Katelynn Brulport, John Noll, Lauren Ratterman, and Kent Stapleton**, Recreation Staff I

Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

### **Monthly Purchase Order Approval:**

Mr. Turchiano moved the Board approve the following between-meeting Purchase Orders, as presented by Mr. Jordan:

<i>Charles E. Harris &amp; Associates, Inc. 2014 &amp; 2015 Audits</i>		\$ 5,400.00
<i>Gametime</i>	<i>Juilfs Water Play Area</i>	\$104,990.00
<i>Coney Island</i>	<i>Summer Camp Passes</i>	\$ 8,245.00
<i>Deere &amp; Company</i>	<i>John Deere Gator TS</i>	\$ 8,052.96
<i>Rack Seven Paving Co.</i>	<i>Clear Creek Asphalt Repair</i>	\$ 9,339.00
<i>Intelligent Products, Inc.</i>	<i>80 Cases of Mutt Mitts</i>	\$ 5,520.00
<i>John Deere Financial</i>	<i>440 Bags of Fertilizer</i>	\$ 5,258.00

Mrs. Gelter asked if the Clear Creek repair was for previously installed asphalt and Mr. Kushner stated it was for the adjacent asphalt to the renovated restrooms by the pickleball courts. Mr. Wolfer asked if the Gator was for an additional Gator, or for a replacement Gator. Mr. Kushner stated the park district follows a schedule of 3 years for replacement. Mr. Smith stated the gator is being replaced. Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

Resolution 2016-03 Approval:

Resolution requesting the County Auditor to certify matters in connection with a proposed tax levy.

Mr. Turchiano moved the Board adopt Resolution 2016-03.

Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Turchiano moved the Board approve the **March, 2016 Financial Reports** and authorize the **Expenditures** as presented by Mr. Jordan.

Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

**APPROVAL OF MINUTES:**

Mrs. Gelter moved the Board approve the minutes as written from the **March 8, 2016 Regular Meeting**. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None.

**Public to Address the Board:** Mrs. Wakefield asked about the Beech Acres property. Mrs. Gelter said the Beech Acres Property is not for sale and that the owner has taken the property off the table. Mr. Turchiano agreed and had nothing additional to report on the matter.

Mrs. Gelter statement:

*This will be my last meeting as president of this board. It may very well be my last as a commissioner. The fate of this board and this park district rests in the hands of others.*

*I just wish to say it has been a pleasure to serve our community through the park district. From the beginning of my tenure through this evening, every decision which has been made was to make our parks better now and in the future.*

*There have been many folks who have made this park district what it is today. From the early days when commissioners mowed the grass and their families ran the concession stands, to a young group of employees and director making do and creating parks seemingly out of nothing, to where we are now with an expert staff and professional grade parklands.*

*This truly is a special organization which holds a special place in the heart of our community. My hope is this board will always understand this and continue to make independent decisions which preserve our history and secure our future.*

*Finally, please remember, this park district's greatest asset is our staff. They are truly community-minded; many are also residents who do their best each and every day. I would like to thank Emily Armstrong and Ken Kushner for leading our team and giving their all to the district, its board, and our community. We would have not survived the turmoil of the last few months without them.*

Mrs. Gelter thanked staff members in attendance for all they have done. Mrs. Fehn thanked Mrs. Gelter for all she has done for the park district.

At 6:57 pm Mrs. Gelter moved the Board adjourn into Executive Session to discuss the employment of an employee and Land Acquisition. Mr. Turchiano seconded the motion. Voting: Yes: Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

The Board took a ten-minute break while the guests left the meeting room.

At 7:46 pm Mrs. Gelter moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

Mrs. Gelter motioned to the hiring of 2 employees. Mr. Turchiano seconded the motion. Yes: Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

Mrs. Gelter motioned the board authorize Mr. Kushner to move forward to negotiate land purchase. Mr. Turchiano seconded the motion. Yes: Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

At 7:53 pm, there being no further business to be brought before this Board, Mrs. Gelter moved to adjourn the meeting. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Turchiano, and Mr. Wolfer. (3); No: None. The motion carried unanimously.

*I hereby certify that the foregoing are the minutes of the April 12, 2016 regular meeting of the Board of Park Commissioners, which minutes reflect the essence of the meeting and are not verbatim.*

*Sheila Fehn  
Board Clerk*

---

Nadine Gelter

---

Tom Turchiano

---

Dominic Wolfer