



**Minutes  
Regular Meeting  
Bellbrook-Sugarcreek Park District  
August 24, 2023**

**CALL TO ORDER**

The Regular Meeting of the Board of Park Commissioners of the Bellbrook-Sugarcreek Park District, also known as the Bellbrook-Sugarcreek Park District, was held at the Park Headquarters. The meeting was called to order at 7:00 A.M. with the following in attendance: Commissioners Haller, Tischer, Johnson, Mr. Stewart, Executive Director and Sarah Mantia, Business Manager. Notice of this meeting was sent to the Xenia Daily Gazette on January 6, 2023.

**APPROVAL OF MINUTES**

Mr. Johnson moved, Mr. Haller seconded, and the minutes of the July 27, 2023 scheduled Regular Meeting were approved as delivered to all members in advance.

Vote on the motion was as follows:  
Ayes: Tischer, Haller & Johnson

**VISITORS**

Karen Puterbaugh, representing the Greene County Council on Aging requested to share with the Commissioner's some details about her agency's upcoming levy request. Ms. Puterbaugh opened by saying that she has been very happy and appreciated the partnership with the Park District to offer senior services to the community and could not be more pleased with PD's point of contact, Gracie Monroy. Ms. Puterbaugh explained that GCCOA levy was due to expire and planned on being on the November, 2023 ballot. The levy would be for 1.4 mills for a period of 5 years with the funds being utilized to provide senior services across Greene County and partner with agencies to deliver programing, similar to what is being done at the Park District. Mr. Tischer asked how many people work at GCCOA. Ms. Puterbaugh said that there are 30 employees that provide services such as transportation, meals, general home upkeep, ER response and education. Mr. Stewart ask if there are any issues with our facilities acoustics in relation to participants being able to hear effectively during programs? Ms. Puterbaugh admitted that the acoustics are challenging and that grant dollars could potentially be utilized to help mitigate the sound issues within the meeting space. Mr. Haller asked where the other centers were located? Ms. Puterbaugh said they currently have locations in Jamestown, Cedarville, Spring Valley, Beavercreek, Yellow Springs and Bellbrook. Mr. Tischer thanked Ms. Puterbaugh for taking the time to provide an overview of her organization.

**FISCAL**

**Reallocation of Funds**

Mr. Johnson moved, Mr. Haller seconded, and the Commission approved a motion to realign the 2023 Permanent Appropriations Resolution by modifying the following appropriations from one account to another within the General Fund:

From: 110-314-0000 Tax Collection Fees	\$1200.00	
To: 110-311-0000 Accounting and Legal		\$1200.00
From: 110-100-0000 Salaries	\$3305.00	
To: 610-221-0000 Medical/Hospitalization		\$3105.00
To: 610-223-0000 Dental		\$100.00
To: 610-229-0000 Other- Insurance		\$100.00

Vote on the motion was as follows:  
Ayes: Tischer, Haller & Johnson

**Approval of New Expenses**

Mr. Johnson moved, Mr. Haller seconded, and the Commission approved a motion for the payment of expenses incurred from July 1 through July 31, 2023.

Vote on the motion was as follows:  
Ayes: Tischer, Haller & Johnson

**Transfer of Funds**

\$25,000 was moved from Money Market to Checking on 7/6, 7/18, and 7/28.

**NEW BUSINESS**

**LWCF Agreement**

Mr. Haller moved, Mr. Johnson seconded, and the Commission approved **Resolution 082423 of Authorization – Land and Water Conservation Fund** for the purpose of a grant funding request.

Vote on the motion was as follows:  
Ayes: Tischer, Haller & Johnson

### **Sanitary Easement Request**

Mr. Haller moved, Mr. Johnson seconded, and the Commission approved a motion to authorize Jeff Stewart, Executive Director the authority to execute documents granting the Grand Communities, LLC and the Greater Greene-Little Miami Sewer District both easement and temporary easement rights on Parcel I.D. L32000100030001500.

Vote on the motion was as follows:

Ayes: Tischer, Haller & Johnson

### **ATHLETIC UPDATES** – Mr. Johnson

No athletic updates for the August 24<sup>th</sup> meeting.

### **STAFF REPORTS**

- Gracie Monroy hosted a 4-day “Senior Technology Camp” to help seniors in our community to become more with their devices. Topics included mapping, communicating via text, video calls and security
- Halloween in the Park was rescheduled due to a request made by a Bellbrook council person. The feeling was that in could impact attendance of a program offered by the Chamber of Commerce
- Quotes are being obtained for a grant request involving the Magee/Keiter parcels
- Site preparation continues at Petrikis for several grant funded improvements
- H2Ohio grant request has been submitted for a constructed wetland at Sweet Arrow Reserve
- Bieser Reserve site visit in planned for the end of September for a grant request to improve river access
- Staff met with several representatives of the City of Bellbrook to discuss how the City may participate in the Park District’s winter program

### **EXECUTIVE SESSION**

Mr. Tischer moved, Mr. Johnson seconded, and the Commission approved a motion to recess into Executive Session for the purpose of discussing the Executive Director’s annual review.

Vote on the motion was as follows:

Ayes: Tischer, Haller & Johnson

Mr. Tischer reconvened the meeting.

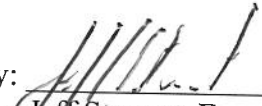
**ADJOURN**

There being no further business to conduct, Commissioner Haller moved to adjourn the meeting at 9:05 AM.

Vote on the motion was as follows:

Ayes: Tischer, Haller & Johnson

Submitted by:

  
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Jeff Stewart, Executive Director

  
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Stephen K. Haller  
Commissioner

  
\_\_\_\_\_  
R. L. Tischer  
Commissioner

  
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Commissioner