



**Minutes
Regular Meeting
Bellbrook-Sugarcreek Park District
October 23, 2025**

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, Johnson, Krane, Mr. Stewart, Executive Director and Ms. Mantia, Business Manager. Notice of this meeting was sent to the Xenia Daily Gazette on January 8, 2025.

APPROVAL OF MINUTES

Mr. Johnson moved, Dr. Krane seconded, and the minutes of the September 25, 2025 scheduled Regular Meeting were approved as delivered to all members in advance.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

VISITORS

There were no visitors at the October 23rd, 2025 Regular Meeting.

FISCAL

Reallocation of Funds

Mr. Haller moved, Mr. Johnson seconded, and the Commission made a motion to realign the 2025 Permanent Appropriations Resolution by modifying the following appropriations from one account to another within the General Fund:

From: 1000-610-420-5700 Summer Camps	\$200.00	
From: 1000-610-420-6100 New Programs	\$200.00	
From: 1000-319-0000 Professional & Technical	\$3000.00	
From: 1000-120-730-2100 Improvements – Petrikis	\$12000.00	
To: 1000-610-420-6100 Arts & Crafts		\$200.00
To: 1000-610-420-5600 Preschool Programs		\$200.00
To: 1000-110-330-0000 Travel & Meeting Expense		\$3000.00
To: 1000-110-410-0000 Office Supplies		\$1000.00
To: 1000-120-323-0000 Repairs and Maintenance		\$6000.00

To: 1000-760-740-0000 Machinery & Equipment

\$5000.00

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Approval of New Expenses

Mr. Johnson moved, Dr. Krane seconded, and the Commission made a motion for the payment of expenses incurred from September 1 through September 30

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Transfer of Funds

\$25,000 was moved from Money Market to Checking on 9/8 and 9/23.

NEW BUSINESS

Contract Approval – Deck and Fence Renewal Systems

Mr. Johnson moved, Mr. Haller seconded, and the Commission made a motion authorizing Jeff Stewart, Executive Director to enter into a contract with Deck and Fence Renewal Systems for an amount not to exceed \$60,000.00 for upgrades to baseball fields at Sacket Wright Park.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Staffing Appointments

Mr. Johnson moved, Dr. Krane seconded, and a motion was made to authorize the following appointments:

Mr. Harrison Shupe to the position of Seasonal Naturalist. This position will be classified as part-time effective 8/25/2025.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

ATHLETIC UPDATES

Mr. Johnson had no specific updates at this time.

Mr. Stewart had the following athletic updates:

- Park maintenance assisted with setup/cleanup for two soccer tournaments. Minor damage was reported on County owned property due to wet conditions.

- Contact was again made with the school district for an update regarding the conversion of surplus open space at the middle school to athletic fields to support the local, community-based athletic organizations. The school district replied that they are in the process of reviewing their options for topsoil. Dr. Kozad, is seeking donations from the Bellbrook Lions Club.
- Crews have been scheduled to begin maintenance on baseball fields at SW.
- City of Bellbrook continues to review jurisdictional boundaries, maintenance agreements, etc. relating to Sacket Wright and the impact on several of the baseball fields, parking lots and misc. structures.

STAFF REPORTS

- Halloween in the Park will be moved to Bellbrook Park and collaborating with the Wee Eagle organization for cost sharing opportunities.
- Staff attended the Bellbrook Fire Dept. open house on 10/05.
- Program staff is in the process of onboarding several new fitness contractors to meet the increase in demand for active fitness programs.
- Construction has begun on both the Magee/Keiter bridge and the Bieser project.
- Met with representatives from the City and Township regarding Tree City designation. City of Bellbrook appears to be interested in pursuing, however the Township appeared to be apprehensive to the name "Tree City" since they are a Township.
- BSPD exploring having a portion of its parkland designated as an accredited Arboretum. Possible considerations include the Keiter property and SAR.
- Bricker and Graydon will be notifying both the City and Township that the MOU regarding the appointment process of Park District Commissioners will be terminated immediately.
- Meeting was held with ODNR representative, Aaron Roark and Majors Construction to discuss the site plan for Bieser Reserve.

ADJOURN

There being no further business to conduct, Commissioner Haller moved to adjourn the meeting at 8:30 AM.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Submitted by: 

Jeff Stewart, Executive Director


Commissioner


Commissioner


Commissioner