



**Minutes
Regular Meeting
Bellbrook-Sugarcreek Park District
September 25, 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

Dr. Krane moved, Mr. Johnson seconded, and the minutes of the July 24, 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 September 25th, 2025 Regular Meeting.

FISCAL

Acceptance of Rates and Amounts

Mr. Johnson moved, Mr. Haller seconded, and the Commission made a motion to accept the Rates and Amounts as determined by the Greene County Budget Commission as presented.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Reallocation of Funds

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

From: 1000-420-730-2100 Improvements Petrikis	\$11705.00	
To: 1000-610-100 Salaries		\$1000.00
To: 1000-610-211 OPERS		\$1000.00
To: 1000-610-213 Medicare		\$100.00
To: 1000-110-311 Accounting & Legal		\$6000.00
To: 1000-120-351 Electricity		\$3605.00
From: 4301-760-319 Professional & Technical	\$7000.00	
To: 4301-760-314 Tax Collection Fees		\$1500.00
To: 4301-120-321 Rents & Leases		\$5500.00

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 July 1 through August 31.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Transfer of Funds

\$25,000 was moved from Money Market to Checking on 7/1, 7/8, 7/15, 7/24, 8/7, 8/12, and 8/26.

NEW BUSINESS

Contract Approval - Keiter Reserve and Magee Park Pedestrian Bridge Construction Contract

Mr. Johnson moved, Mr. Haller seconded, and the Commission made a motion to award the Keiter Reserve and Magee Park Pedestrian Bridge Construction Contract to LJ DeWeese Co., Inc. for \$69,100.00. Total approved amount is not to exceed 10% of the original Engineers Estimate of \$67,100.00.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Contract Approval – Brumbaugh Construction

Mr. Johnson moved, Dr. Krane seconded, and the Commission made a motion for Jeff Stewart, Executive Director to enter into a contract with Brumbaugh Construction for an amount not to exceed \$60,000.00 for upgrades to the decking and structural supports on the pedestrian bridge at Morris Reserve.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Utilizing Internet Auction Format for Disposition of Surplus Items

Mr. Johnson moved, Dr. Krane seconded, and the Commission made a motion which authorizes the sale of Park District personal property which is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, by Internet auction with Montgomery County, 451 West Third Street, Dayton, Ohio, (937) 307-0421, acting as the Park District representative, using www.GovDeals.com web site to sell all items “as is-where is,” and allowing a minimum of fifteen days for public bidding.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Disposition of Surplus Items:

Mr. Johnson moved, Mr. Haller seconded, and the Commission made a motion which authorizes the sale of the following Park District personal property which is not needed for public use, is obsolete, or is unfit for the use for which it was acquired:

1995 Ford F250 Truck - VIN# 1FTEF25N3SLB81553
1999 Ford F250 Truck - VIN# 1FTRF27L8XKB98357
2008 Ford F350 Truck - VIN# 1FDWX37Y78EE43095

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Staffing Appointments

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

Ms. Stephine Minor to the position of Conservation and Parks Technician I. This position will be classified as part-time effective 8/25/2025.

Mr. Justin Siler to the position of Conservation and Parks Technician II. This position will be classified as full-time effective 9/22/2025.

Ms. Emily Boreman to the position of Environmental and Community Coordinator. This position will be classified as full-time effective 9/22/2025.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

ATHLETIC UPDATES – Mr. Johnson

- Several soccer tournaments are scheduled for the month of October at Sackett-Wright and Washington Mill. Request was made to sweep/line parking areas.
- Gathering quotations for fencing and concrete work at SW.
- Lion's Club requested the rebuilding of pitcher mounds for the quad and possible netting over the central section of the complex.
- No updates from the School District regarding the construction of fields at the middle-school.

STAFF REPORTS

- Jeff Stewart attended the grand opening of the Township's Veteran Memorial. Well done and well attended.
- Update provided on the River Ridge homeowners association and recent updates to the associations by-laws.
- Chuck Frasier, Executive Director for Greene County Parks and Trails will be retiring October 31st.
- Meeting set with Township and City officials to discuss Tree City accreditation.
- Update on the status of Local Government Fund allocation process and amounts.
- Brief discussion regarding that status of the MOU with the City and Township.

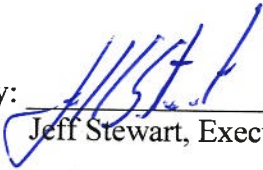
ADJOURN

There being no further business to conduct, Commissioner Haller moved to adjourn the meeting at 9:10 AM.

Vote on the motion was as follows:

Ayes: Haller, Johnson, Krane

Submitted by:


Jeff Stewart, Executive Director


Commissioner

Stephen K. Haller

Commissioner


Dan E. Krane

Commissioner