



**Minutes  
Regular Meeting  
Bellbrook-Sugarcreek Park District  
November 17, 2022**

**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 7:00A.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 13, 2022.

**APPROVAL OF MINUTES**

Mr. Haller moved, Mr. Johnson seconded, and the minutes of the October 27, 2022 scheduled Regular Meeting were approved as delivered to all members in advance.

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

**VISITORS**

There were no visitors at the November 17<sup>th</sup>, 2022 Regular Meeting.

**FISCAL**

**Payroll**

Mr. Johnson moved, Mr. Haller seconded, and the Commission approved a motion to authorize a \$100.00 addition for each permanent park district employee to be included in the 12/9/22 payroll batch.

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

**Reallocation of Funds**

Mr. Johnson moved, Mr. Haller seconded, and the Commission approved a motion to realign the 2022 Permanent Appropriations Resolution by modifying the following appropriations from one account to another within the General Fund:

From: 120-321-0000 Rents & Leases	\$1000.00	
To: 120-420-2700 Fuel		\$1000.00

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 October 1 through October 31, 2022.

Vote on the motion was as follows:

Ayes: Tischer, Haller & Johnson

**Transfer of Funds**

\$25,000 was moved from Money Market to Checking on 10/3, 10/6, 10/17 and 10/25.

**ATHLETIC UPDATES** – Mr. Johnson had no recent updates for the meeting.

**STAFF REPORTS**

- The Park District’s annual Bake-Off Competition raised over \$300.00 to benefit the Bellbrook Sugarcreek Community Support Center
- Staff has been working on the development of new programming for the collaboration with GCCOA
- Maintenance staff has started turf management operations for the athletic fields
- Several construction projects are underway including trail markers and building maintenance
- Mr. Haller and Mr. Stewart consulted with a local law firm for potential representation of the agency for routine legal issues
- Ms. Mantia reported that the Park District was awarded a grant from ODNR for enhancements at Petrikis Park
- Park District is in the process of reviewing the eligibility requirements for receiving ODOT transportation funds

**ADJOURN**

There being no further business to conduct, Commissioner Tischer moved to adjourn the meeting at 8:25AM.

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 W. K. Haller  
Commissioner

  
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Robert C. Johnson  
Commissioner

  
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Commissioner