

Beavercreek Township Park Board Minutes  
January 22, 2009

Memorandum For The Record: The regular monthly meeting for January 2009 was previously scheduled for Thursday, January 29, 2009, but was rescheduled to Thursday January 22, 2009 due to schedule conflicts on the 29<sup>th</sup>.

**Location:** Beavercreek Fire Dept Administrative Building

**Time:** 7:00 PM

**Members Present:** Mr. Steve Robinson (Secretary), Mr. Barry Hausman (Treasurer), and Mr. Bob Darden (Chairman)

**Members Absent:** None

**Others present:** Mr. Jim Hamilton, Ms. Chris Barnett (Greene County Naturalist), Ms. Jan Dobo and Ms. Sandy Skinn (Girl Scouts)

**Call to Order:** Mr. Darden called the meeting to order at 7:00 PM.

**Review/approval of Past Minutes:** The minutes of the November 13, 2008 meeting were reviewed. Mr. Darden moved that the minutes be approved; Mr. Hausman seconded. The motion carried. Note: There was no December meeting due to the holidays.

**Treasurer's Report:** For October, November and December 2008.

Mr. Hausman reported the October bills as \$5,316.44. Mr. Hausman moved to approve the October bills in the amount of \$5,316.44. Mr. Darden seconded. The motion carried. The October balance was \$94,720.51

Mr. Hausman reported the November bills as \$1,931.57. Mr. Hausman moved that the November bills in amount of \$1,931.57 be approved. Mr. Darden seconded. The motion carried. The November balance was \$98,437.79.

Mr. Hausman reported the December bills as \$8,807.11. Mr. Robinson questioned why this was an amount greater than most monthly bills. While there was no itemized list of bills, it was pointed out that Mrs. Hamilton's entire annual salary of \$3600 was paid in December along with Mr. Hamilton's monthly salary of approximately \$1200. There were also some costs related to the recent audit and cleanup costs related to the September windstorm. The Eagle Scout project costs came to over \$500. Mr. Hausman said he would put together a complete list of expenses and provide it to the Board members. At that point, Mr. Robinson moved that we approve the December bills of \$8,807.11; Mr. Hausman seconded. The motion carried. The December balance was \$91,342.48.

**Old Business:**

1. Audit Status: Draft policies on cell phones, credit card, and public records management: Mr. Darden provided electronic copies of the draft documents to Mr. Robinson and Mr. Hausman on January 19. The Board members felt that they needed some more time to read over the policies and tabled any discussion until the next meeting.

Beavercreek Township Park Board Minutes  
January 22, 2009

2. Vandalism of the Victory Park Shelter: Mr. Hamilton stated that he has targeted late March to start getting estimates for the painting required to completely cover the vandalism of the shelter.
3. Boy Scout Eagle Project at Community Park: Mr. Hamilton reported the project to clear underbrush has been completed by Eagle Scout candidate Neil Velton. This item is closed.
4. Replacing benches in Leist Park: The Township has installed the new wooden bench material at Leist Park. This item is closed.
5. Bike Path Barrier: Mr. Darden said he would stop by and talk to the Sylvan Learning Center owners in late February or early March. Deferred to next month's meeting.
6. Elano Easement Payment: Mr. Darden reported he had contact with Unison (Unison bought out Elano). He thought they recognized the need for more discussion on the easement payment; there didn't seem to be any denial or trying to get out of the issue. Mr. Darden said he is awaiting word from Unison on possible meeting dates, and, if he hasn't heard by the end of January, he will follow-up with Unison.
7. Holiday in the Park, December 12, 2008: Mr. Hamilton reported this project went very well, although it was very cold. Mr. Hausman enjoyed playing Santa Claus. Mr. Darden remarked the Scouts did a great job in decorating and their efforts were much appreciated. Ms. Dobo and Ms. Skinn reported that approximately 135 people attended and that 11 Girl Scouts had worked at the event. They said activities included cookie decorating, ornament painting, birdseed pinecones, singing, and music was provided by a small group from the Beavercreek High School band. They noted that the Xenia Gazette provided some publicity. They also thanked the Board for our monetary support and the support provided by Mr. Hamilton and Mr. Hausman.
8. Status on relocating the entrance sign at Victory Park: At the Nov 13 meeting, the Board approved the relocation of the Victory Park sign to the entrance of the parking area where the tree had been removed. Mr. Hamilton reported that he had not yet ordered the replacement sign but that was on his list to do by the next meeting. He is targeting an April installation once the ground is completely thawed.
9. Park Board/City of Beavercreek Parks Board working session: This is set for Jan 29, 2009 at the Beavercreek Parks Dept. conference room at the Beavercreek Public Service Building on Orchard Lane. Greene County Park District representatives may also be there. The key areas to be looked at include the ongoing Park Master Planning effort and to see if there are areas where we could work together to improve existing parks located in the City or Township; this includes parks owned by Greene County and/or the Greene County Park District.

**New Business:**

1. Establishing employee salaries for 2009: Mrs. Hamilton current (2008) salary is \$3600. Mr. Hamilton's current (2008) salary is \$13,500. Mr. Darden stated the Township and City employees as well as other area government personnel were receiving about a 3% pay raise. Based on this and our strong financial situation, Mr. Darden moved we increase Mr. Hamilton's

Beavercreek Township Park Board Minutes  
January 22, 2009

annual salary to \$14,000. Mr. Hausman seconded; the motion carried. Mr. Darden moved we increase Mrs. Hamilton's salary to \$3,800. Mr. Hausman seconded. The motion carried.

2. Narrows Pancake Breakfast March 7, 2009: Mrs. Barnett said this was the 18<sup>th</sup> year for the Pancake breakfast. This year it is set for March 7 from 8:30 AM to 11:30AM. She asked if we could provide support in the amount of \$300 for this year's event, saying how this support had benefitted a lot of programs over the past years. Mr. Hausman moved we provide up to \$300 in support; Mr. Robinson seconded. The motion carried.

3. 2009 Budget Submission: Mrs. Hamilton prepared a draft 2009 budget update for Board review using actual 2008 data to project 2009 costs for utilities, miscellaneous items, etc. and estimates for capital investment based on the July 2008 budget submission. Updated income figures for the local generated income was shown as provided by the County Auditor. The Board went through and made several changes, most notably was the increase in capital investment from \$40,000 to \$50,000. The corrected draft was provided to Mr. Hamilton to give to Mrs. Hamilton for re-accomplishment. Mr. Hausman moved that the revised budget be accepted and submitted. Mr. Darden seconded. The motion passed. Mr. Darden asked Mr. Hamilton to let Mrs. Hamilton know that she is to call Mr. Darden when the document is ready and he will go sign it. A copy of the budget submission is to be attached to these minutes.

4. New bikeway connector and fencing at Rotary Park / Hunter's Ridge: Mr. Darden started this off by saying the bikeway connector project is a joint effort between the County Sanitary Engineering Department, the City, the Township Trustees, and the Township Park District. The goal of this project is to provide bike and pedestrian access between the park in Hunter's Ridge and Rotary Park, and to connect with the bikeway that currently terminates at the entrance to Rotary Park. The connector is threatened by a fencing project that the County Sanitary Engineering Department is about to complete. If the fencing project is completed as it is currently designed, then the existing informal access path is eliminated and the opportunity for a formal, paved connector is gone. As recently as 2005, this connector/corridor was the site of a bikeway agreement that the Township had with the Sanitary Engineering Department. The project was funded by the state but it was terminated before it could be completed because of insufficient funding. Since that time, the Sanitary Engineering Department has been provided funding to fence in a large area of land that includes this corridor.

When the need for the corridor was presented to the Sanitary Engineer, he agreed to work with the City, Township, and Township Park District to determine if a corridor could be incorporated into the design. The Engineer recognized the value of the connector to the citizens and directed his staff to obtain an estimate to accommodate a redesign of the fencing. As of this meeting, a cost estimate to incorporate this design was still not received.

**Mr. Hamilton's Report:**

Accomplishments:

- Provided support for the Holiday at the Park event.
- Oversaw Neil Velton's Eagle Scout project which cleaned out the underbrush at Community Park.
- Provided routine surveillance.

Beavercreek Township Park Board Minutes  
January 22, 2009

Planned Actions:

- Continue routine surveillance.
- Place order with Moody Signs for Victory Park Entrance sign.
- Work on entrance lights at the Community Park restrooms—the light sensors are not working.
- Get estimates for the painting of the Victory Park Shelter.
- Install new fire ring closer to the gazebo.

**Next Meeting:** The next monthly meeting is scheduled for 7:00 PM Thursday, February 26, 2009 at the Beavercreek Public Library conference room.

**Adjournment:** There being no further new business, Mr. Robinson moved that the meeting be adjourned; Mr. Darden seconded. Motion carried. Mr. Darden adjourned the meeting at 8:50 PM.

Respectfully Submitted

<signed>  
Steve Robinson, Secretary

Approved: 22 January 2009:

<signed>  
Robert Darden, Chairman

<signed>  
Barry Hausman, Treasurer