

**MINUTES OF REGULAR MEETING
BOARD OF PARK COMMISSIONERS
FIVE RIVERS METROPARKS**

January 10, 2014

A meeting of the Board of Park Commissioners (BOPC) was held at the Five Rivers MetroParks' Main Office, 409 E. Monument, 3rd Floor, Dayton, OH, on January 10, 2014, and convened at 7:32 a.m. on a roll call vote by the Board of Park Commissioners.

Present: Five Rivers MetroParks Commission President Karen L. Davis, Vice President Irvin G. Bieser, Jr.; Commissioner Alan F. Pippenger, Executive Director Rebecca A. Benná, Director of Human Resources Debra Jackson, Director of Marketing Trish Butler, Chief of Rangers Mark Hess, Director of Conservation David Nolin, Park Manager Ron Bicknell, Park Services Project Manager Chris Pion, Outdoor Recreation Manager Amy Dingle, Conservation and Nature Program Manager Katrina Arnold, Marketing Manager Kristen Wicker, IT Manager Tim Clark, Business Manager Jennifer Grusenmeyer, Park Tech Mike Osborne, PT Education Assistant Emily Chilcoat and Robert Curry legal counsel.

Visitor Recognition: Park Manager Ron Bicknell introduced Park Tech Mike Osborne; Director of Marketing and Public Information Trish Butler introduced Marketing Manager Kristen Wicker and Conservation and Nature Program Manager Katrina Arnold introduced PT Education Assistant Emily Chilcoat.

Minutes: The BOPC was presented with the minutes of the regular meeting for December 6, 2013. On a motion by Commissioner Pippenger and second by Commissioner Bieser the minutes of the December 6, 2013, regular meeting were approved.

Financial Reports: The BOPC was presented with MetroParks' December, 2013 financials and the Approved List of bills for December 1 – 31, 2013. Executive Director Benná gave a brief overview of current revenues and expenses. Following a brief discussion and on a motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC accepted MetroParks' December, 2013 financial reports as presented.

ODNR Division of Watercraft 2014 Boating Safety Education Grant: Executive Director Benná requested approval and adoption of Resolution No. 14-001, revising Resolution No. 13-029 authorizing the Executive Director to apply to ODNR Division of Watercraft for the 2014 Boating Safety Education Grant. On a motion by Commissioner Pippenger and second by Commissioner Bieser the BOPC adopted Resolution No. 14-001 as presented.

Staff Reports: The BOPC was presented with the Law Enforcement Activity report for December, 2013. Chief Ranger Mark Hess gave a brief overview of information contained in the report. Mr. Hess reported a break-in at Twin Creek MetroParks and noted items that were stolen. Following a brief discussion, the BOPC thanked Mr. Hess for his information.

Commissioner Pippenger asked for an update on the Carriage Hill/Staudter concern reported last month. Dave Nolin reported that all boundaries are now clearly marked.

Twin Valley Interpretive Plan Presentation – PT Education Assistant Emily Chilcoat began by giving an overview of the process for developing the Twin Valley Interpretive Plan. Ms. Chilcoat continued with a PowerPoint presentation detailing where the location of Twin Valley, acreage of the area and length of trails. This area is rich in biodiversity and is nationally recognized as an important bird and watchable wildlife area and on the National Register of Historic Places by the National Park Services. Conservation and Nature Program Manager Katrina Arnold provided details regarding the concept of an inside-out nature center. The existing nature center would become a “Welcome Center” with comfort station facilities accessible after normal nature center hours. First steps to implementing the plan would be to make the restrooms accessible after hours and outdoor information area improvement and making the silver trail a destination location. Following a discussion, the Commissioners thanked Ms. Chilcoat and Ms. Arnold for the information and indicated they looked forward to seeing the plan implemented.

Board Election of Officers: Commissioner Pippenger nominated and motioned that Irvin G. Bieser Jr for Board President and Commissioner Davis seconded; motion approved. Commissioner Davis nominated and motioned that Alan F. Pippenger for Board Vice-President and Commissioner Bieser seconded; motion approved.

Professional Services Contracts: Executive Director Benná requested authorization to award a contract to Recreation Accessibility Consultants, LLC in the amount of \$66,267 to conduct an American’s with Disabilities Act (ADA) accessibility audit of our parks and facilities. MetroParks is subject to Title II of the ADA, Part 35: Non-discrimination on the Basis of Disability in State and Local Government Services updated rules that went into effect in 2012. The scope of work will include an assessment and site audit report of all FRMP parks and facilities, identify any required modifications and develop a transition plan that will outline the short, mid and long term modifications and estimated costs. Funding is available in the Capital Projects Fund. Park Services Project Manager Chris Pion provided additional information regarding the contractor. Following a brief discussion and on a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC approved the request as presented.

Capital Equipment Requests: Executive Director Benná requested authorization to purchase three Ford Interceptor SUVs at a total cost of \$78,489 and one Ford Interceptor Sedan at a total cost of \$24,036 from Statewide Ford in Van Wert, Ohio. The patrol vehicles are being purchased through the State Cooperative Purchasing Program. The total cost for all vehicles is \$102,525 and does not include the additional law enforcement equipment installed in the vehicles after market. Funding is available in the General Fund. Chief Ranger Mark Hess noted the age of the vehicles being replaced and the reason for selecting SUVs instead of sedans. Following a brief discussion and on a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC approved the request as presented.

Executive Director Benná requested authorization to purchase 14 replacement Mobile Data Terminals (MDTs) and docking stations from MNJ Technology at a total cost of \$60,575. The current MDTs have been in service approximately ten years and are starting to fail. This equipment is being purchased through the State Cooperative Purchasing Program and funding is available in the General Fund. IT Manager Tim Clark explained that the old MDTs are failing and parts cannot be found for them..

Following a brief discussion and on motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC approved the request as presented.

GovDeals.com Auction Site: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-002 declaring MetroParks' intent to dispose of surplus property via Internet auction. Ms. Grusenmeyer noted that MetroParks received \$34,039.97 in proceeds from the online auction of surplus property. Following a brief discussion and on a motion by Commissioner Pippenger and seconded by Commissioner Bieser the BOPC adopted Resolution No. 14-002 as presented.

Grant Budget Resolution: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-003 establishing the budget for the ODNR Division of Watercraft 2014 Safety Education Grant. Following a brief discussion and on a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 14-003 as presented.

Capital Fund Appropriation Resolution: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-004, revising Resolution No. 13-053 for the appropriation and adjustment of funds within the Capital Projects Fund. Following a brief discussion and on a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 14-004 as presented.

Change Fund Resolution: Business Manager Jennifer Grusenmeyer requested approval and adoption of Resolution No. 14-005 requesting cash to be used as change during Outdoor Connection Events. On a motion by Commissioner Bieser and seconded by Commissioner Pippenger the BOPC adopted Resolution No. 14-005 as presented.

Other Business: Executive Director Benná noted several staff would be attending the 2014 OPRA Annual Conference and noted that some staff will be presenting and MetroParks will also receive several state awards.

Executive Director Benná informed the BOPC that she had distributed to staff the criteria for nominations for the Bob & Joan Siebenthaler Bridge to the Community Award with a deadline of January 28, 2014.

Executive Director Benná noted the Adventure Summit is scheduled for February 14-15.

Visitor Comments: No comments were made.

Next Board Meeting: The BOPC agreed to hold the next regularly scheduled meeting on February 14, 2014, commencing at 7:30 a.m. at MetroParks' Main Office, 409 E. Monument Avenue, 3rd Floor, Dayton, Ohio. The BOPC directed the Secretary of the Board to give notice of this meeting and all subsequent meetings pursuant to the rule adopted by the BOPC.

Executive Session: In accordance with the open meetings law Section 121.22 of the Ohio Revised Code, by roll call vote following a motion by Commissioner Bieser and second by Commissioner Pippenger, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 8:36 a.m. for the specific purpose of

discussing one property matter and one personnel issue. On a motion by Commissioner Bieser and second by Commissioner Pippenger the open session reconvened at 9:20 a.m.

Adjournment: By roll call vote, following a motion by Commissioner Pippenger and seconded by Commissioner Bieser, the BOPC adjourned the meeting at 9:20 a.m.



President Irvin G. Bieser Jr.

Attest: 
