

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

March 11, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Carriage Hill MetroPark Visitor Center, Huber Heights, OH, on March 11, 2011, and convened at 3:06 p.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commission President Alan F. Pippenger, Commission Vice President Karen L. Davis; Commissioner Irvin G. Bieser Jr., Interim Executive Director Carrie Scarff, Director of Finance and Business Robert Johnson, Director of Conservation Dave Nolin, Director of Human Resources Debra Jackson, Director of Marketing Beth Miller, Business Manager Jennifer Grusenmeyer, Interim Ranger Chief Mark Arendt, Director of Outdoor Connections Greg Brumitt, Director of Park Services Jackie McArdle, Superintendent of Parks Mark Davis, Lieutenant Ranger Adrian Sargent, Park Manager for Carriage Hill/Possum Creek MetroParks Ron Bicknell, MetroParks' Project Manager Joe Zimmerman, Outdoor Recreation Coordinators Amy Dingle & Erik Dahlstrom, Outdoor Recreation Special Events & Development Coordinator Tom Helbig, Volunteer Coordinator Rachel Brand, Program Support Specialist Michelle Fornes, public visitors Bob Siebenthaler, Sharon Mullens and Paul Lamberger, Human Nature Representative Gary Woltznizek, and MetroParks legal counsel representative Robert Curry.

**Visitor Recognition:** interim Executive Director Carrie Scarff recognized public visitors Robert Siebenthaler and Paul Lamberger, Gary Woltznizek from Human Nature and the Siebenthaler Bridge to the Community Spirit Award recipient Sharon Mullens.

**Minutes:** On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Regular Meeting minutes of February 11, 2011, were approved as received and read, Commissioner Pippenger abstained. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC Special Meeting minutes of February 17, 2011 were approved as received and read

**Financial Reports:** The BOPC was presented with MetroParks' February 2011 financials. Director of Finance Robert Johnson briefly highlighted revenues and expenditures. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC accepted MetroParks' February 2011 financial report as presented.

**Siebenthaler Bridge to the Community Spirit Award:** Commissioner Pippenger took a moment to read portions of the award nomination before asking Mr. Robert Siebenthaler and the award recipient to come forward. Bob Siebenthaler presented Sharon Mullens the 2010 Siebenthaler Bridge to the Community Spirit Award. Ms. Mullens gave a brief acceptance speech. Everyone congratulated Ms. Mullens on her achievement.

**Staff Reports:** The BOPC were presented with the Law Enforcement Activity report for February, 2011.

Director of Outdoor Connections Greg Brumitt gave a PowerPoint presentation on the consolidation of the Recreation, Education and Urban Programs Departments into one department, the Outdoor Connections Department. Mr. Brumitt's presentation gave a brief overview of the process for bringing the three departments together and how this consolidation would benefit the public and MetroParks. Mr. Brumitt also mentioned how the name "Outdoor Connections" was chosen. Following a brief discussion the Commissioners thanked Mr. Brumitt for this presentation.

**Professional Service Contract:** Interim Executive Director Scarff requested authorization to enter into a contract with Monika's Sound System Rentals in the amount of \$49,580 for 2011 sound and light services at RiverScape and Island MetroParks. The 2010 amount was \$79,524. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Interim Executive Director Scarff requested authorization to encumber and pay the annual payment to Miami Conservancy District in the amount of \$214,000 per the intergovernmental agreement. The 2010 amount was \$204,000. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Interim Executive Director Scarff requested authorization to enter into a contract with RR Donnelley for the three remaining 2011 ParkWays issues at a total cost of \$116,852.76. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Capital Improvement Requests:** Interim Executive Director Scarff requested authorization to work with a Commissioner to award bid no. 313 for the Shepard's Run Reforestation Project. The bid will be opened March 28, 2011, and it would be beneficial to award the contract as soon as possible following the opening to get the trees and shrubs in the ground. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Capital Equipment Requests:** Interim Executive Director Scarff requested authorization to purchase three vehicles off the state bid totaling \$48,707 as follows:

- A 2011 Ford Escape SUV for the IT department in the amount of \$17,833 from Statewide Ford
- A 2011 Ford F150 pickup truck for Germantown MetroPark in the amount of \$16,425 from Middletown Ford
- A 2011 Ford Focus sedan for Carriage Hill/Possum Creek MetroParks in the amount of \$14,449 from Germain Ford

Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the requests as presented.

Interim Executive Director Scarff requested authorization to purchase three 2011 Dodge Charger cruisers for the Ranger Department from Greve Dodge in Van Wert, Ohio at a total cost of \$70,047. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the

request as presented.

Interim Executive Director Scarff requested authorization to purchase 18 high performance data modems for law enforcement vehicles from P & R Communications through the state bid at a total cost of \$47,624.40. Lieutenant Adrian Sargent explained what the modems were for and showed samples of existing and replacement modems. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Interim Executive Director Scarff requested authorization to purchase used 2009 Ditch Witch SK650 w/4-way backfill blade attachment from Ditch Witch of Ohio at a total cost of \$18,500. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Interim Executive Director Scarff requested authorization to purchase a Vermeer BC1000XL drum type chipper from Vermeer of Southern Ohio at a total cost of \$24,000. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Operating Supplies:** Interim Executive Director Scarff requested authorization to solicit formal bids to purchase 53 liters of Tree:Age chemical and four applicators at an estimated cost of \$25,000. This chemical will be used to treat 600 Ash trees. A portion of this cost will be offset by a \$4,000 donation from The Garden Club of Dayton. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Building Lease:** Interim Executive Director Scarff requested authorization to encumber and pay Kuhn's Building 1883 on month-to-month for leased office space at a total cost of \$34,200 for the remainder of 2011. The lease expired February 28, 2011 and the building is in receivership. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Transfer and Capital Project Fund Resolutions:** Business Manager Jennifer Grusenmeyer requested adoption and approval of the following resolutions:

Resolution No. 11-011 to transfer funds between object level two and object level three codes. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-011 as presented.

Resolution No. 11-012 to transfer funds between the general fund and the RiverScape Replacement Reserve Fund. On motion Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-012 as presented.

**Other Business:** No other business was heard.

**Visitor Comments:** No visitor comments were noted.

**Next Board Meeting:** The BOPC also agreed to hold a work session meeting on April 8, 2011, commencing at 9:30 a.m. at MetroParks' Outdoor Connections Offices, 224 N. St. Clair Street, Dayton, Ohio. The BOPC agreed to hold the next regularly scheduled meeting on April 15, 2011, commencing at 7:00 a.m. at Possum Creek MetroPark Operations Building, 4790 Frytown Road, Dayton, Ohio. The BOPC directed the Secretary of the Board to give notice of these meetings 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 motion by Commissioner Davis and second by Commissioner Bieser, the BOPC elected to temporarily adjourn and hold an Executive Session commencing at 4:08 p.m. for the specific purpose of discussing one land acquisition matter. On motion by Commissioner Davis and second by Commissioner Bieser the open session reconvened at 4:57 p.m.

**Adjournment:** By roll call vote, following motion by Commissioner Davis and second by Commissioner Bieser, the BOPC adjourned the meeting at 4:47 p.m.

  
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President Alan F. Pippenger.

Attest:   
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