

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

August 12, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Hills and Dales MetroPark, Paw Paw Shelter, 100 Deep Hollow Road, Dayton, OH, on August 12, 2011, and convened at 3:10 p.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commission President Alan Pippenger, Vice President Karen L. Davis; Commissioner Irvin G. Bieser Jr., Executive Director Rebecca Benná, Deputy 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, Conservation Biologist Mike Enright, Ranger Lieutenant Mark Arendt, Director of Park Services Jackie McArdle, Director of Outdoor Connections Greg Brumitt, Superintendent of Park Services, Park Planner Lydia Sowles, Project Manager Joe Zimmerman, Outdoor Connections Youth & Family Education Supervisor Bernadette Whitworth, Marketing Research Manager Amy Forsthoefel and Assistant Park Manager for Hills and Dales Todd Catchpole.

**Visitor Recognition:** No visitors were in attendance

**Minutes:** On motion by Commissioner Bieser and second by Commissioner Davis the minutes of the regular meeting held July 8, 2011 were approved. On motion by Commissioner Davis and second by Commissioner Pippenger the minutes of the work session held August 1, 2011 were approved.

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

**Staff Reports:** The BOPC were presented with the Law Enforcement Activity report for July 2011, as well as the 2011 Second Quarter Visitation and Activity report. Lieutenant Ranger Mark Arendt briefly highlighted some incidents that happened during July and Marketing Research Manager Amy Forsthoefel gave a brief overview of the Second Quarter Activity Report.

**Personnel:** Director of Human Resources Debra Jackson requested authorization to release the 2011 Worker's Compensation payment to Montgomery County in the amount of \$111,536. The 2010 amount was \$395,342. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

**Professional Service Contract:** Executive Director Benná requested authorization to enter into an agreement with Notre Dame AmeriCorps for five positions at a total cost of \$40,000. This is for the service period from September 1, 2011 to July 31, 2012. Commissioner Bieser asked if the program was working for MetroParks for the

money that was being spent on the program. Education Supervisor Bernadette Whitworth said that his program was definitely worth amount paid for both MetroParks and the members that participated. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Capital Equipment Requests:** Executive Director Benná requested authorization to purchase a Vermeer SC372 stump grinder 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.

**Capital Improvement Requests:** Executive Director Benná requested approval to obtain easement from Norfolk Southern Railway Company for the construction of the Mad River Recreation Trail at an estimated cost of \$48,950. This agreement includes requirements pertaining to both the construction and operation of the trail as it relates to the Norfolk Southern Railway. This cost will be reimbursed through the ODOT grant. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

Executive Director Benná requested authorization to award bid no 317 for the MetroParks' phase II Entrance Signage Project to Sign Dynamics at a total cost of \$46,126.80. This contract will include signage at Taylorsville, Sugarcreek and Possum Creek MetroParks and RiverScape Phase III. Ms. Benná also requested a contingency amount of \$3,783.20 for this project. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to award bid no 318 for the Cox Arboretum MetroPark Observation Tower to Solica Construction Inc. at a total cost of \$471,119 inclusive of add alternates one and four. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented. Commissioner Pippenger abstained from concurring and discussion.

Executive Director Benná requested authorization to award bid no 319 for the Wetland Mitigation Bank Phase I construction to Water Quality Systems, Inc. at a total cost of \$469,413 inclusive of add alternates one, two and three. The estimate was \$585,000. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented. Director of Conservation Dave Nolin took this opportunity to commend Conservation Biologist Mike Enright for his work on getting this project to this point.

Executive Director Benná requested authorization to accept a change order to enter into a contract with Stantec Consulting Services in the amount not to exceed \$46,000 for the Englewood Low Dam Breach project. Stantec will perform biological and chemical sampling in the Stillwater River as part of the post monitoring requirement of the grant. This cost was part of the original scope of work. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to rebid the Shepard's Run Reforestation Project at Medlar Conservation Area at a total project estimate of \$207,567 of which 75% is covered by Clean Ohio grant funds. This project includes the planting of 24,000 trees on 32 acres. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Property Lease Agreement:** Executive Director Benná requested authorization to release the security deposit to Dayton Office Properties LLC in the amount of \$15,187.50 for the administrative office lease agreement. Ms. Benná praised Director of Finance & Business Robert Johnson for his work on negotiating the lease agreement. On motion by Commissioner Davis and second by Commissioner Bieser 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. 11-030 for the transfer of funds within the general fund. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-030 as presented.
- Resolution No. 11-031, revising Resolution No. 11-029 and appropriating or adjusting projects within the capital project fund. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-031 as presented.

**Other Business:** Park Planner Lydia Sowles informed the BOPC that MetroParks received a LEED certification Silver status for the Bike Hub at RiverScape MetroPark.

Project Manager Joe Zimmerman informed the BOPC that a ribbon cutting was held opening the North Great Miami Bikeway connection from Old Springfield Road to Kyle Park in Tipp City. Mr. Zimmerman noted that this connection opened access to nine other counties.

Executive Director Benná informed the BOPC that the North County Trail conference was in town, which involves MetroParks staff and MetroParks facilities are being used during the conference.

Executive Director Benná acknowledged and thanked Assistant Park Manager Todd Catchpole for hosting this meeting in his park.

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

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on September 9, 2011, commencing at 7:00 a.m. (this time was subsequently changed to 9:30 a.m.) at Huffman MetroPark Operations Building, 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 3:51 p.m. for the specific purpose of discussing three land matters. On motion by Commissioner Bieser and second by Commissioner Davis the open session reconvened at 4:08 p.m.

**Land Acquisition:** Director of Conservation Dave Nolin requested authorization to allow German Township Trustees a permanent easement on approximately 0.323 acres for road right-of-way at Twin Creek MetroPark on Eckert Road. Based on discussion held in Executive Session and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Director of Conservation Dave Nolin requested authorization to exercise the option on the 42.285 acre Go Gravel, LLC property adjacent to Englewood MetroPark along Old Springfield Street. The purchase price is \$62,656. Based on discussion held in Executive Session and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Adjournment:** By roll call vote, following motion by Commissioner Davis and second by Commissioner Bieser, the BOPC adjourned the meeting at 4:10 p.m.

Attest: Rebecca A. Benna

  
President Alan F. Pippenger.