

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

September 9, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Huffman/Eastwood MetroPark Park Services Building, 4300 State Route 444, Dayton, OH, on September 9, 2011, and convened at 9:30 a.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commission President Alan F. 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 Marketing Beth Miller, Director of Outdoor Connections Greg Brumitt, Business Manager Jennifer Grusenmeyer, Conservation Manager Mary Klunk, Ranger Lieutenant Mark Arendt, Huffman/Eastwood Park Manager Jim Martin, IT Manager Corey Stone, Park Planner Lydia Sowles, Project Manager Joe Zimmerman, Superintendent of Parks Mark Davis, Conservation Apprentice Carolyn Wenner and MetroParks legal counsel representative Robert Curry.

**Visitor Recognition:** Conservation Manager Mary Klunk introduced Conservation Apprentice Carolyn Wenner. Ms. Wenner briefly told about herself.

**Minutes:** The minutes of regular meeting August 12, 2011, were presented for review. On motion by Commissioner Bieser and second by Commissioner Davis, the minutes of August 12, 2011, were approved as presented.

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

The approved bills for the period August 1, through August 31, 2011 were noted.

**Land Matters :** Executive Director Benná requested approval to accept the easement agreement between MetroParks and the City of Dayton that establishes conditions applicable to the construction and operation of the Mad River Recreation Trail and required for the acquisition of necessary temporary and permanent easements. This agreement and easement was approved by the Dayton City Commission August 24, 2011. Bob Curry noted that the City of Dayton promised these easements to MetroParks in 1999. 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 submit a Clean Ohio Grant application for a 45-acre tract adjacent to Twin Creek MetroPark at an estimated project cost of \$130,000 with 75% from Clean Ohio funds and 25% from MetroParks. This application calls for the purchase of approximately 10 acres and the purchase of a conservation easement on approximately 35 acres. This is the same property discussed in executive session at the August board meeting. The BOPC was also informed that MetroParks intends to purchase a \$5,000 option on this same

property/easement. Director of Conservation Dave Nolin distributed maps of where the property is located and indicated that the \$130,000 may be less pending additional appraisals of the property. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

**Staff Reports:** The BOPC were presented with the Law Enforcement Activity report for August, 2011. Ranger Lieutenant Mark Arendt briefly highlighted areas of the report.

**Professional Service Contract:** Executive Director Benná requested authorization to engage Roofing Solutions, Inc. to design, assist with bidding and provide construction observation and administration for the Leo Street building re-roofing project at a total cost of \$18,900. These funds are available from the existing project in the capital project fund. Following brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented. Commissioner Pippenger abstained from concurrence and discussion.

Executive Director Benná requested authorization to award Bid No. 320 for the 2011 Invasive Plant Management services to the following vendors:

- Davey Resource Group - \$78,593.87 to include Twin Creek MetroPark & Medlar Conservation Area to treat Honeysuckle & Autumn Olive.
- Cardno JF New - \$3,000 to include Germantown MetroPark to treat Honeysuckle
- Blade cutters - \$2,373 to include Shoup Mill Conservation Area to treat Honeysuckle.

The total award amount for all three vendors is \$83,966.87 of which \$15,184.50 is Clean Ohio funds. The estimate was \$89,640. Commissioner Bieser asked if MetroParks was getting ahead of the invasive plants. Conservation Manager Mary Klunk indicated that we were particularly at Germantown MetroPark. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC approved the request as presented.

**Capital Improvement Requests:** Executive Director Benná requested authorization to implement 900 MHz networks at Carriage Hill and Germantown MetroParks using P & R Communications at a total cost not to exceed \$25,100. This project will eliminate two T1 lines and a DSL connection saving MetroParks approximately \$3,000 annually in land lines for Internet access as well as improving communication services to staff at these locations. Funding has been budgeted in the general fund for completion of this project. IT Manager Corey Stone indicated that after further estimates this project could potentially save MetroParks \$4,440 annually and the return on investment would be about five years. 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 initiate a change order to the Jess Construction contract to provide and install a vault toilet and access walk at Taylorsville MetroPark trail head in the east park at a total cost of \$63,690. Funding is available in existing funds appropriated in the capital projects fund. Park Planner Lydia Sowles explained that the toilet unit will look similar to the units being installed in other areas around the district. 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 contract with Balsbaugh Excavating to construct a new access walk to the CCC Shelter and trail head and demolish two existing vault toilet buildings at Taylorsville MetroPark at a total cost of \$21,175. Funding is in the general fund, but will be transferred to the capital fund if approved at this meeting. Following a brief discussion and 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 resolution:

- Resolution No. 11-032 for the transfer of funds within the General Fund, on motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-032 as presented.
- Resolution No. 11-033 for the transfer of funds between the General Fund and the Capital Projects Fund, on motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-033 as presented.
- Resolution No. 11-034, revising Resolution No. 11-031, for the appropriation and adjustment of project funds within Capital Projects Fund, on motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-034 as presented.

**Other Business:** Executive Director Benná took this opportunity to thank staff for their efforts at making the Volunteer Recognition event a huge success.

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

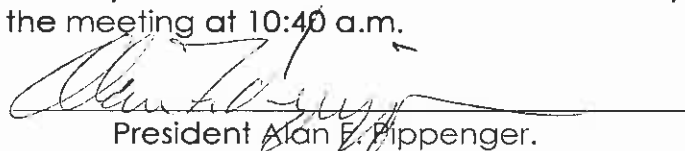
**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on October 14, 2011, commencing at 7:00 a.m. at Twin Creek MetroPark, 8539 Morning Star Road, Franklin, Ohio. The BOPC directed the Secretary of the Board to give notice of these meetings and all subsequent meetings 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 10:01 a.m. for the specific purpose of discussing one land matter and a personnel item. On motion by Commissioner Davis and second by Commissioner Bieser the open session reconvened at 10:40 a.m.

**Adjournment:** By roll call vote, following motion by Commissioner Davis and second by Commissioner Bieser, the BOPC adjourned the meeting at 10:40 a.m.

Attest:

  
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President Alan E. Pippenger.

