

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

October 14, 2011

A meeting of the Board of Park Commissioners (BOPC) was held at Twin Creek MetroPark, 8539 Morning Star Road, Franklin, OH, on October 14, 2011, and convened at 7:06 a.m. on roll call vote by the Board of Park Commissioners.

**Present:** Five Rivers MetroParks Commissioner President Alan F. Pippenger, Commission 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 Outdoor Connections Greg Brumitt, Business Manager Jennifer Grusenmeyer, Park Managers Paul Williams and Ron Bicknell, Project Manager Joe Zimmerman, Conservation Manager Mary Klunk, Conservation Specialist Debbie McKee, Assistant Outdoor Recreation Manager Andy Williamson, Outdoor Recreation Coordinators Amy Dingle and Daniel Sahli, Ranger Sergeant John Reider, Volunteer Coordinator Yvonne Dunphe, Park Technicians Greg Doerflein and Gene Alcorn, Conservation Technicians Margie Goodin and Yvonne Cecil, IT Network Administrator Tim Clark, public Jan Schultz and MetroParks legal counsel representative Robert Curry.

**Visitor Recognition:** Commissioner Pippenger recognized visitor Jan Schultz and Executive Director Benná asked all staff to introduce themselves.

**Minutes:** On motion by Commissioner Davis and second by Commissioner Bieser the minutes of the regular BOPC meeting held on September 9, 2011, were approved.

**Financial Reports:** The BOPC was presented with MetroParks' September, 2011 financials. Director of Finance and Business Robert Johnson briefly highlighted revenues and expenses for September, 2011. Mr. Johnson also informed the BOPC that MetroParks would not be receiving the remainder of the utility deregulation income estimated for this year and the tangible personal property income is still being reduced. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC accepted MetroParks' September, 2011 financial reports as presented.

**Staff Reports:** The BOPC were presented with the Law Enforcement Activity report for September, 2011, Ranger Sergeant John Reider highlighted areas in the report.

Outdoor Recreation Assistant Park Manager Andy Williamson and Outdoor Recreation Coordinator Daniel Sahli gave a PowerPoint presentation updating the BOPC on regional cycling and bikeways. Mr. Sahli and Williamson began by highlighting the history of cycling in the Dayton area and continued with where bike trails are located and what trails still need to be completed. The presentation also included other local agencies involved in getting cycling initiatives started in their areas or adding to existing infrastructures. Following a brief discussing the BOPC thanked Mr. Sahli and Williamson for their presentation.

**Personnel:** Executive Director Benná indicated that the agenda item for the 2012 Group Health Insurance would be tabled and requested authorization to work with a Commissioner to approve the renewal of MetroParks' group health insurance for 2012. Ms. Benná explained Director of Human Resources was working with the broker to get the renewal to stay at the current amount or lower with all coverage remaining the same. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request to work with Commissioner Davis on the award of the 2012 Group Health Insurance renewal.

**2012 Amounts and Rates Resolution:** Executive Director Benná requested approval and adoption of Resolution No. 11-035 accepting the amounts and rates for Tax Year 2012 from Montgomery County. Ms. Benná explained the collection rate will continue to be 95%. On motion by commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-035 as presented.

**Professional Service Contract:** As part of MetroParks' preventative maintenance program, Executive Director Benná requested authorization to engage Moody's of Dayton to repair one of the Five Rivers Fountain motors at a total cost estimate of \$28,000. The motor repair is critical to maintain the readiness of our fountain system and is funded in the General Fund budget. 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 accept a change order in the amount of \$21,768 for Quality Control Inspections, Inc.(QCI) for additional hours of construction engineering services on the Great Miami Recreation Trail project section from Taylorsville MetroPark to Kyle Park in Tipp City. The new contract amount with the change order is now \$161,768 and is covered 100% by the ODOT grant. Project Manager Joe Zimmerman explained the additional hours were because the construction contractor worked during winter months that weren't originally scheduled or included in QCI's contract. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request as presented.

Executive Director Benná requested authorization to solicit formal bids for the construction of a gravel access lane at Medlar Conservation Area at a total estimated cost of \$67,291. Funding is from the Clean Ohio Grant received for this area. Director of Conservation Dave Nolin distributed a map showing the location of the project. 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. 321 for the Shepard's Run Reforestation Project Rebid at Medlar Conservation Area to Cardno JF New in the amount of \$151,975. This project is funded by a Clean Ohio Grant with MetroParks' match being 25%. Following a brief discussion and on motion by Commissioner Bieser and second by Commissioner Davis the BOPC approved the request to award Bid No. 321 as presented.

**ODNR Division of Watercraft 2012 Boating Safety Education Grant Resolution:** Executive Director Benná requested approval and adoption of Resolution No. 11-036 authorizing MetroParks commitment to the 2012 Boating Safety Education Grant Program through ODNR Division of Watercraft at a total grant amount of \$25,433.46 with MetroParks 25% match totaling \$6,358.46 in current staffing labor. Outdoor Recreation Coordinator Amy Dingle explained that this is the third grant for paddle sport equipment MetroParks has submitted and would purchase safety items such as helmets and personal floatation devices (PFD). On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted Resolution No. 11-036 as presented.

**Transportation Improvement Program Grant Application Resolution:** Executive Director Benná requested approval and adoption of Resolution No. 11-037 authorizing MetroParks to apply for funding through Miami Valley Regional Planning Commission's (MVRPC) Transportation Enhancement (TE) Program for repaving and repairing approximately 6.25 miles of the upper wolf Creek Bikeway. The TE Program would reimburse up to 80% of the construction phase costs estimated at \$282,535. The cost of design engineering, grant application fees, design and bidding services, construction phase engineering and 20% of the project construction would be MetroParks' responsibility totaling approximately \$91,407. Following a brief discussion and on motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-037 as presented.

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

Resolution No. 11-038 for the transfer of funds within the general fund for MoMBA parking lot and park entrance relocation. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-038 as presented.

Resolution No. 11-039 for the transfer of funds between the general fund and capital projects fund for MoMBA parking lot and park entrance relocation. On motion by Commissioner Davis and second by Commissioner Bieser the BOPC adopted Resolution No. 11-039 as presented.

Resolution No. 11-040 revising Resolution No. 11-034 for the appropriation and adjustment of funds within the capital projects fund. On motion by Commissioner Bieser and second by Commissioner Davis the BOPC adopted resolution No. 11-040 as presented.

**Other Business:** Executive Director Benná noted the handout included in the Commissioner's meeting information regarding the 2011 Forest Foster Tree Program and Director of Conservation Dave Nolin gave a brief overview of the successful program.

Executive Director Benná recognized the staff for the additional efforts in evaluating their budgets and identifying reductions in preparation for 2012.

Executive Director Benná noted for Commissioners the GearFest event held at Eastwood MetroParks was successful and indicated that attendance was up for both visitors and exhibitors.

**Visitor Comments:** Visitor Jan Schultz thanked the BOPC for allowing her to attend the meeting and how impressed she was with everything MetroParks was accomplishing.

**Next Board Meeting:** The BOPC agreed to hold the next regularly scheduled meeting on November 10, 2011, commencing at 3:30 p.m. at Wegerzyn Gardens MetroPark, 1301 E. Siebenthaler Avenue, Dayton, Ohio. The BOPC also agreed to hold a work session meeting on November 22, 2011, commencing at 3:00 p.m. at MetroParks' Outdoor Connections Offices, 224 N. St. Clair Street, 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.

**Tour of Facilities:** Following the business portion of the meeting the BOPC toured Twin Creek and Germantown MetroParks including a stop at land owner who MetroParks purchased and holds a conservation farm easement on his property.

**Adjournment:** By roll call vote, following motion by Commissioner Davis and second by Commissioner Bieser, the BOPC adjourned the meeting at 11.44 a.m.

President Alan F. Pippenger.

Attest: \_\_\_\_\_