

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Thursday, August 18, 2022

The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, August 18, 2022, at the Ronald Reagan Lodge at Voice of America MetroPark, 7850 VOA Park Drive, West Chester Township, Ohio 45069-2938.

Call to Order

The meeting was called to order at 8:32 a.m. by Cynamon Trokhan.

I. Roll Call and Agenda

Members present:

Ms. Trokhan, Mr. Gersbach

Staff present:

Jaime Kimbrough, Jackie O'Connell, Chris Otto, Amy Pellman, Chad Smith, David VanArsdale, Katie Ely-Wood, Joe Bruns, Scott Reeve, Dave Konnagan.

II. Public Comment Regarding Agenda Items - none

III. Approval of Minutes

Approval of the July 14, 2022 Regular Meeting minutes.

Mr. Gersbach moved to approve; Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

IV. Consent Agenda

a. Donations - July

Mr. Gersbach moved to approve; Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

V. Special Presentations

a. Resolution recognizing Anne Jantzen's service

Anne Jantzen, Roger Koch and Jeff Lehman were in attendance. Ms. O'Connell read the resolution thanking Anne for all of the work that she has done over the past 27 years for MetroParks and the Friends of Christholm. Staff and board members said a few words of appreciation for the work that Anne has done.

Mr. Gersbach moved to approve; Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

Resolution No. 24.22

VI. Finance

a. Schedule of Payables

Mr. Gersbach moved for approval. Ms. Trokhan seconded.

Motion passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

Resolution No. 25.22

Cash Summary report was brought to the meeting and distributed. Mr. Otto is working on streamlining the report to better show revenue and expenditures.

VII. Administrative Reports

Park Connections – Mr. Smith stated that the Mud Mania event returned this year and was highly attended.

Planning – Mr. Joe Bruns updated the status of current projects. Work at the Angst barn should be complete by the fall. The GMRT extension to Timberhill area had a grand opening August 12, 2022. Miami 2 Miami construction should be complete in early November. The Governor Bebb bridge and site improvement project is moving along. Work on fields 23, 24 & 25 at Voice of America Athletic Complex is nearly complete.

Public Safety – Chief VanArsdale introduced new Ranger Dave Konnagan who was sworn in before the meeting.

Visitor Services Report – Mr. Smith presented the report. Stated that the USAT occurred the last weekend of July and was very successful. This was the last year for the event at VOA.

Workplace Talent Management – Ms. Kimbrough stated that there are very few vacancies. Training has begun for the Kronos timekeeping system and should be operational by the end of the year. Ms. Kimbrough shared that there will be a lot of staff training this fall/winter.

Administration – Ms. O'Connell distributed programs to the Board from the GMRT ribbon cutting. The event was well attended by local supporters and politicians. She mentioned the all-staff meeting that was held in July. Staff has begun work on Strategic Initiatives for 2023.

VIII. Old Business

a. Adoption of Revised Bylaws

Mr. Gersbach asked about article 3.1.a. The current purchasing threshold for the Executive Director per the Ohio Revised Code is \$50,000.

Mr. Gersbach moved to approve; Ms. Trokhan seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

Resolution No. 26.22

IX. New Business

a. Award Contract Governor Bebb MetroPark Dry Fork Bridge Installation and Site Improvements

Three bids were received, Eagle Bridge's quote was accepted, and they were awarded the contract. The project will be funded 50% by grant dollars. Stream work to be completed early fall. Bridge should be delivered early 2023.

Mr. Gersbach moved to approve; Ms. Trokhan seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

b. Forest Run MetroPark Timberman Ridge Enhancements

No bids were received for site work. The project will be divided up into smaller projects so that a general contractor is not necessary. Playground work will be the first project to be completed.

Mr. Gersbach moved to approve; Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach

X. Commissioner Reports

XI. Executive Session

Mr. Gersbach moved for a roll call vote to enter Executive Session, seconded by Ms. Trokhan.

Vote: Aye: Ms. Trokhan, Mr. Gersbach. The Board entered into Executive Session at 9:05 a.m. The Board returned to Regular Session at 9:59 a.m.

XII. – Adjournment

Mr. Gersbach moved to adjourn the meeting at 9:59 a.m., Ms. Trokhan seconded.
Motion passed. Vote: Aye: Ms. Trokhan, Mr. Nelson, Mr. Gersbach

Adoption: The above minutes are a true and accurate record of the meeting as adopted by the Board of Park Commissioners, MetroParks of Butler County.

Approved:

Attest:

Cynamon Trokhan,
Presiding Officer of the Board

Jacqueline O’Connell,
Executive Director/Secretary

Date