

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Thursday, June 16, 2022

The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, June 16, 2022, at the Forest Run Welcome Center at Forest Run MetroPark, 1976 Timberman Road, Hamilton, Ohio 45013.

Call to Order

The meeting was called to order at 8:31 a.m. by Mr. Nelson

I. - Roll Call and Agenda

Members present:

Mr. Nelson, Mr. Gersbach

Staff present:

Lisa Batchelder, Jaime Kimbrough, Matt Latham, Jackie O'Connell, Chris Otto, Jamie Meyers Eaton, Amy Pellman, Scott Reeve, Chad Smith, David VanArsdale

II. - Public Comment

Mr. & Mrs. Dale Schaiper (2169 Timberman Road) attended to discuss the encroachment issue on the boundary line with their property. In 2007 the Schaiipers had their property surveyed and constructed a pole barn. A recent survey conducted by MetroParks shows their gravel pad is entirely on MetroParks' property as is a portion of the barn. A temporary, non-transferable easement agreement has been presented to them, but the Schaiipers would like to purchase the land upon which the barn sits, or for it to be permanent and transferrable. Ms. O'Connell commented that MetroParks would work with future owners of the property to create a new easement agreement.

There was a question on the code for setback distance.

Mr. Chad Smith provided that the park property was surveyed due to a future controlled burn, and that's how the encroachment was discovered. MetroParks purchased the property in 2015 through Clean Ohio Grant funds and there is a conservation easement on the property and it can't be divided or sold.

Ms. O'Connell stated that we will work with counsel to evaluate all possible solutions. Mr. Smith will stay in contact with the Schaiiper's.

III. - Approval of Minutes

Approval of the May 19, 2022 Regular Meeting minutes.

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

IV. - Consent Agenda - None

V. - Special Presentations - None

VI. – Finance

a. Schedule of Payables

Mr. Gersbach had a question on a payment of sales tax. Mr. Otto stated it is due to sales MetroParks has made.

Mr. Gersbach moved for approval. Mr. Nelson seconded.

Motion passed. Vote: Aye: Mr. Nelson, Mr. Gersbach

Resolution No. 19.22

b. Cash Summary Report

VII. – Administrative Reports

Workplace Talent Management

Ms. Kimbrough stated that Bev Wyant is retiring in the upcoming weeks and the new HR Generalist, Jennifer Williams, has already begun. Ms. Kimbrough informed the board that she has onboarded 18 new staff members over the past few months.

Planning

Mr. Latham stated the GMRT extension work at Rentschler Forest is due to be completed by July 2, 2022; a ribbon cutting is slated for mid-August. Mr. Latham also updated on the Miami to Miami ODNR Grant that was recently awarded. MetroParks applied for the funds in 2021, but ODNR delayed announcement of grant by 5 months. Due to the bat protection laws, tree clearing had to be completed before the end of March. Since work started two days prior to the announcement of the grant awards ODNR rescinded the grant – MetroParks began tree cutting on 3/28/22 and found out about the grant on 3/3/22. After calls with ODNR, ODNR reevaluated and will award partial grant funding. The original grant amount was \$339,681, reduced to \$243,681. MetroParks will accept, but with a response explaining how we got here so that this can be prevented from happening in the future.

Mr. Latham introduced Planning's new administrative assistant, Jamie Meyers Eaton.

Public Safety

Chief VanArsdale commented that Lieutenant Cliff James retired the end of May. He then introduced Scott Reeve, who has been a Ranger and was recently promoted to the Lieutenant position.

Visitor Services Report

Mr. Smith reviewed the Visitor Services May report. West Zone opened Green Heron MetroPark and Salamander Run MetroPark on National Trails Day (June 4, 2022). Operations staff has been working hard cleaning up debris and downed trees from the recent storms. VOA received the most damage the shelter fell, flags and signs were damaged and the glass in the door to the public restrooms at the lodge was broken.

Administration

Stakeholder research has begun. Political subdivisions, partners and non-profits will be contacted. MetroParks will use the information collected to build community and be better stewards.

The stone bridge at Rentschler on the GMRT is crumbling, the quote to repair is \$170,000. Replacement costs would be much higher.

VIII. Old Business

a. Bylaws Review

Ms. O’Connell presented the first draft for review. Judge Holcomb has reviewed and weighed in. Bylaws will be sent to legal counsel for review then public notice will be published in paper. Will be on July agenda for Board approval.

IX. New Business

a. Authorization to Purchase Rock Salt from the Butler County Engineer’s Office

Mr. Gersbach moved for approval. Mr. Nelson seconded.
Motion passed. Vote: Aye: Mr. Nelson, Mr. Gersbach
Resolution No. 20.22

b. Purchase of Prefabricated Restroom and Play Equipment for Forest Run MetroPark – Timberman Ridge Enhancements

Mr. Latham presented the quotes for the play area and restroom and discussed the layout of the new area. The restroom will be a four-season green flush restroom. A Board member suggested that an interpretive sign be installed explaining the features of the restroom. Work should begin this fall.

Mr. Gersbach moved for approval. Mr. Nelson seconded.
Motion passed. Vote: Aye: Mr. Nelson, Mr. Gersbach

X. Commissioner Reports – None

XI. Executive Session - None

XII. – Adjournment

Mr. Gersbach moved to adjourn the meeting at 9:24 a.m. Mr. Nelson seconded.
Motion passed. Vote: Aye: 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