

METROPARKS OF BUTLER COUNTY  
BOARD OF PARK COMMISSIONERS  
WORK SESSION AND REGULAR MEETING MINUTES  
Thursday, March 27, 2025

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The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, March 27, 2025, at Timberman Ridge MetroPark, 1976 Timberman Road, Hamilton, Ohio 45013

**Call to Order**

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

**I. Roll Call and Agenda**

Members present: Larry Gersbach, Daryl Nelson

Staff present: Zeb Acuff, Tony Carpenter, Jackie O'Connell, Amy Pellman, Scott Reeve, Suzanne Roth, Shelly Schultz, Chad Smith

**II. Public Comment**

Mr. David House attended the meeting and distributed an email from Mr. Tony Carpenter regarding the tree and fence work. He reported that while some progress has been made, the tree work is still incomplete, preventing the start of the fence repairs. He expressed frustration over the project's duration, stating that it is unacceptable for it to have lasted more than a year. He urged the Board to assist in expediting the process.

Mr. House raised concerns about hunters who are in the Controlled Bowhunting Program crossing over his fence to collect deer without his permission. Mr. House pointed out that, by law, hunters must have written permission to enter private property to retrieve deer, which he believes is being ignored. He argued that MetroParks has created a program that effectively forces him to enforce the law.

Mr. House asked that MetroParks require hunters to obtain written permission from neighboring landowners before issuing Bowhunting Permits. He also agreed to allow MetroParks to include his name on maps or in hunting packets. He requested that Zone 1 be removed from the Day Farm property.

Ms. O'Connell responded that MetroParks requires hunters to follow state law. She noted that any hunters who fail to adhere to the program's rules, including not using their assigned lottery times, are removed from the program.

Mr. Nelson commended Mr. Carpenter for his efforts, expressing his belief that he is doing a great job.

Mr. Gersbach concluded by stating that the Board would take Mr. House's comments and recommendations under advisement.

**III. Approval of Minutes**

Motion to approve the February 20, 2025 Board Meeting Minutes

Mr. Nelson moved to approve; Mr. Gersbach seconded.

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

**IV. Consent Agenda**

**a. Donations – February**

Motion to approve items on the Consent Agenda

Mr. Nelson moved to approve; Mr. Gersbach seconded.

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

## **VI. Finance**

### **a. Schedule of Payables – February 2025**

Mr. Nelson moved to approve; Mr. Gersbach seconded.  
Motion Passed. Vote: Aye: Mr. Gersbach, Mr. Nelson  
**Resolution 11.25**

### **b. February YTD Revenue & Expense Report**

### **c. Then and Now**

Mr. Nelson moved to approve; Mr. Gersbach seconded.  
Motion Passed. Vote: Aye: Mr. Gersbach, Mr. Nelson  
**Resolution 05.25**

## **VII. Administrative Reports**

**Development:** Mr. Chad Smith announced that MetroParks has signed a new Memorandum of Understanding (MOU) with the Hamilton Parks Conservancy for Miami Woods. The updated MOU includes provisions for trail maintenance, programming, and invasive species removal. As part of the invasive species management effort, MetroParks will collaborate with the Conservancy to introduce goats to the park. Additionally, volunteers will be trained and engaged in trail maintenance activities.

Ms. O'Connell and Mr. Smith recently attended a Hamilton Parks Conservancy Board meeting to finalize the MOU, and MetroParks staff met with the Conservancy on-site to discuss the details of the goat program.

**Programming & Education:** Ms. Suzanne Roth shared photos from the recent *Nature in a Blink* Salamander Migration Program, which highlights the salamander migration at Indian Creek MetroPark. During the migration, 30 attendees have the opportunity to witness thousands of salamanders making their way to the vernal pond. MetroParks staff monitor the site on every warm, rainy night from February until the migration begins.

## **IX. New Business**

### **a. Approval of Finance Policy & Resolutions required for Fiscal Independence**

- 1) Resolution Appointing a Treasurer – **Resolution 06.25**
- 2) 2.10 Investment Policy
- 3) Resolution Establishing an Investment Policy - **Resolution 07.25**
- 4) Resolution Establishing authorized Check Signers - **Resolution 08.25**
- 5) Resolution Designating a Public Depository - **Resolution 09.25**
- 6) Resolution to adopt a Deferred Compensation Plan - **Resolution 10.25**

There was a question on check signatures, Ms. Schultz confirmed that both she and Ms. O'Connell are required to sign checks. There was also a question on a new bank accounts and investment accounts. Ms. Schultz stated that for now we will be using the same company as the County does, but may shop for other investment firms in the future.

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

**b. Approval to Award Sebald Area Connector Road Contract**

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

**X. Commissioner Reports**

**XI. Executive Session**

Mr. Nelson moved for a roll call vote to enter Executive Session, seconded by Mr. Gersbach for the purpose of discussions involving:

Personnel Matters and Legal Issues

Vote: Aye: Mr. Gersbach, Mr. Nelson

The Board entered into Executive Session at 9:12 a.m.  
The Board returned to Regular Session at 9:48 a.m.

**XII. Adjournment**

Mr. Nelson moved to adjourn the meeting at 9:48 a.m., Mr. Gersbach seconded.  
Motion Passed. Vote: Aye: Mr. Gersbach, Mr. Nelson

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:

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Presiding Officer of the Board

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Jacqueline O'Connell,  
Executive Director/Secretary

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Date