

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Thursday, May 19, 2022

The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, May 19, 2022, at Ronald Reagan Lodge at Voice of America MetroPark, 7850 VOA Park Drive, West Chester Township, OH 45069-2938.

Call to Order

The meeting was called to order at 8:40 a.m. by Ms. Trokhan

I. - Roll Call and Agenda

Members present:

Ms. Trokhan, Mr. Gersbach

Staff present:

Jaime Kimbrough, Matt Latham, Jackie O'Connell, Chris Otto, Amy Pellman, Chad Smith, David VanArsdale, Katie Ely-Wood

II. - Public Comment Regarding Agenda Items

None

III. - Approval of Minutes

Approval of the April 21, 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 Report

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

V. - Special Presentations - None

VI. - Finance

a. Schedule of Payables

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

Resolution No. 17.22

b. Cash Summary Report

Mr. Gersbach asked about the cash balance and where it is invested. Mr. Otto stated he will look into the details.

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

c. Summary of Transfer and Budget Modifications

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

VII. – Administrative Reports

a. Capital Project Updates

Mr. Matt Latham commented on the capital projects milestones.

Mr. Latham commented that MetroParks recently received a nearly \$500,000 H2O Ohio Grant for Governor Bebb stream bank improvements.

Ms. Trokhan suggested we incorporate specifically inclusive playground equipment as well as publicizing some of our bigger trail project improvements especially with the ARPA funds still to be awarded by the County Commissioners.

b. Visitor Services Report

Mr. Chad Smith reviewed the reservable area revenue report.

Ms. Trokhan mentioned that a facility is being built in Hamilton on the river by the Hamilton Community Foundation and could be a potential partnership opportunity.

c. Administration

Ms. O'Connell gave a brief update on the task force meetings. The groups have begun to meet and work on creating purpose statements and defining work.

Ms. O'Connell commented that we are asking for clarification on a few things from Judge Holcomb regarding the bylaw revisions. A draft should be available for the Board to review at the June meeting.

Staff met with Pyramid Hill staff to discuss potential partnerships.

New trails at Green Heron and Salamander Run are slated to open on National Trails Day June 4, 2022.

We will work with consultants to complete a stakeholder survey.

Anne Jantzen will be retiring from the Friends of Christholm Board in June. Ms. O'Connell would like to recognize her at the June Board meeting and potentially naming something in her honor.

VIII. Old Business - None

IX. New Business

a. ADA Transition Plan Contract

The total cost is approximately \$110,000. Phase 1, to be completed in 2022 will cost approximately \$62,000. An outline will be presented by the contractor on how to prioritize and phase in changes/improvements. The highest priorities will be safety issues or out of compliance items.

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

b. Access Easement at Mill Race Preserve

Mr. Latham commented that this began after the property boundary survey. The access easement will grant the neighbor access to our side and staff access to the property owner's side without having to remove the current driveway.

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

c. Grant Agreement Timberman Ridge

Execution of the grant agreement is required to be reimbursed for the 2018 State Capital funding.

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

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

d. NatureWorks Grant Application – Indian Creek Bridge

Mr. Latham discussed the potential project to install a new pedestrian bridge connecting the Oxford-Reily & Springfield Road Areas of Indian Creek MetroPark. Approving this resolution will allow us to apply for the grant which could provide up to \$150,000 towards the bridge. The remainder of the bridge cost would be paid for with Stander Legacy Funds.

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

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

Resolution No. 18.22

X. Commissioner Reports - None

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 9:11 a.m. The Board returned to Regular Session at 9:36 a.m.

XII. – Adjournment

Mr. Gersbach moved to adjourn the meeting at 9:36 a.m. Ms. Trokhan seconded.

Motion passed.

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