

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
WORK SESSION & REGULAR MEETING MINUTES
Thursday, October 16, 2025

The MetroParks of Butler County Board of Park Commissioners met in work session and regular session on Thursday, October 16, 2025, at Timberman Ridge MetroPark, 1976 Timberman Road, Hamilton, Ohio 45013.

Call to Order

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

I. Roll Call and Agenda

Members present: Cynamon Trokhan, Larry Gersbach

Staff present: Zeb Acuff, Tony Carpenter, Jaime Kimbrough, Jackie O'Connell, Amy Pellman, Suzanne Roth, Shelly Schultz, Scott Wingate

III. Approval of Minutes

Motion to approve the August 21, 2025 Regular Meeting Minutes

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

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

Mr. Nelson arrived after the approval of the August 21, 2025 Minutes

VI. Finance

a. Schedule of Payables – August & September 2025

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

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

Resolution 23.25 & 24.25

b. September YTD Revenue & Expense Report

c. Quarterly Stander Report

VII. Administrative Reports

Administration: Mr. Acuff distributed a document outlining the history and current condition of the covered bridge at Governor Bebb MetroPark. He noted that the bridge is one of the oldest covered bridges in Ohio and was reconstructed at its current location in the late 1960s, reopening in 1970.

Mr. Acuff explained that water damage and excessive weight have caused deterioration of the bridge's supports. In 2023, Kurdziel Barker, a firm based in Indianapolis, conducted a condition assessment which led to the bridge being closed to pedestrian traffic. Their updated report recommends adding four piers for stabilization and patching holes in the roof at an estimated cost of \$39,000, which would provide time to make long-term decisions regarding the bridge's future. Options include: 1) Repair in place for at an estimated cost of \$1.4 million; 2) dismantle, repair, and relocate the bridge to Indian Creek MetroPark, at a preliminary cost of \$1.7 million. Mr. Acuff noted that the bridge is not eligible for grant funding in its current location but would be eligible for grants if relocated to Indian Creek MetroPark.

Ms. O'Connell stated that the strategic plan is still in progress pending the results of the statistically valid surveys. Completion is anticipated by the end of the year.

Ms. O'Connell asked the Board for direction regarding the deteriorating Meadow Ridge clubhouse. Following a brief discussion, the Board directed staff to develop a plan for removal.

Mr. Nelson inquired about the new Manager of Sports position. Ms. O'Connell explained that this role will manage all tournaments at the Athletic Complex and serve as the primary point of contact for tournament organizers, consolidating duties previously distributed across multiple positions.

Ms. O'Connell shared the USS Cincinnati has had its larger components installed recently and the Navy League has established a social media presence. The current goal is to open in spring 2026.

Mr. Acuff also gave an update on the Great Miami River Trail (GMRT). The ARPA funds received must be spent by fall 2026. Mr. Gersbach asked whether Monroe had made progress on addressing the erosion issue, to which Mr. Acuff replied that he had not received any updates. Ms. Trokhan commented that as the gap in the trail narrows, the urgency to complete it increases.

A brief discussion followed regarding the Gilmore boardwalk project. The project is still considerably short on funding, but to date, \$25,000 has been donated toward the project. Mr. Gersbach commended the work done on the west observation deck, noting its excellent quality.

IX. New Business

a. Ellis Lake Property Transfer – Willingness to Consider Future Easement Requests – Resolution

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

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

Resolution 25.25

b. Authorization to Submit Gilmore Ponds Boardwalk LWCF Grant Application – Resolution

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

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

Resolution 26.25

c. Authorization to Submit Indian Creek Bridge LWCF Grant Application – Resolution

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

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

Resolution 27.25

d. Permanent Transfer of Funds – Resolution

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

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

Resolution 28.25

e. West Chester Intergovernmental Agreement to Fund Installation of the Pepper Pike Traffic Signal

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

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

X. Commissioner Reports

There was a brief discussion regarding the cancelled Legacy Foundation fundraiser. Ms. O'Connell commented that since there isn't a staff person in place to manage the foundation and foster the relationships, it didn't make sense to have the event yet. There will be an online auction for the donated items. Ms. Trokhan suggested working with the Hamilton Community Foundation in conjunction with a staff person.

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: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

The Board entered into Executive Session at 9:11 a.m.

The Board returned to Regular Session at 9:47 a.m.

XII. Adjournment

Mr. Gersbach moved to adjourn the meeting at 9:47 a.m., Mr. Nelson seconded.

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

Presiding Officer of the Board

Jacqueline O'Connell,
Executive Director/Secretary

Date