

## REGULAR MEETING

January 21, 2021

The Regular Meeting of the Board of Park Commissioners of Great Parks of Hamilton County held on this day, 1:00 p.m., at 10245 Winton Road, Cincinnati, OH 45231.

Board President Marcus Thompson opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

ROLL CALL: Present were Commissioners: Thompson, Burwinkel, DeGraffenreid, Lavery, Seta

Staff: Palmetter, Henninger, Collins, Culman, deJesus, Messerschmitt, Rahc, Snow, Zelek, Banks, Strader, Sonnenberg, Ference

Guests: Alana Tucker

GENERAL

1. PUBLIC COMMENTS: No one requested to address the Board.
2. AWARDS & RECOGNITIONS

Board President Marcus Thompson introduced and welcomed our two new Commissioners – Stacey DeGraffenreid and Caren Lavery.

COO Brett Henninger introduced new employee Molly DeJesus, Chief of Human Resources.

CEO Todd Palmetter introduced Morgan Banks, Guest Relations Coordinator. Morgan will be the Purchasing Card Compliance Officer in 2021.

CEO Todd Palmetter notified the Board of the following:

- Eric Estridge has achieved Class A membership status with the Golf Course Superintendents Association of America.
- Meadow Links & Golf Academy has been named as one of the Top 50 Stand Alone Golf Ranges in America for 2020 by the Golf Range Association on America.
- Meadow Links & Golf Academy Golf Professional Matt Starr was selected as a Top 100 Growth of the Game Teaching Professionals by the Golf Range Association on America.

## 3. NEXT BOARD MEETING DATES:

Thursday	February 18, 2021	1:00 p.m.	Winton Centre
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Thursday	March 18, 2021	1:00 p.m.	Winton Centre
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ACTION

4. RESOLUTION #3643 – BILLS & PAYROLL RESOLUTION: The Board submitted four payment items for review: Ohio University for wildlife research; IPSOS Insight LLC for diversity research; and two payment items from Ignite Philanthropy for philanthropic services. The staff led a thorough discussion, providing clarifying information on the content and scope of the payment items. Upon motion duly made by Seta, seconded by Burwinkel, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Seta – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye.

The Board requested copies of the Ohio University and IPSOS studies. The Board discussed the Great Parks relationship with Ignite Philanthropy and were excited about the Advisory Committee philanthropic efforts.

5. RESOLUTION #3644 – BUDGET ADJUSTMENT: Upon motion duly made by Lavery, seconded by Thompson, the Board approved the Budget Adjustment Resolution. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye. Mr. Seta – Aye.
6. RESOLUTION #3645 – THEN AND NOW: Upon motion duly made by Burwinkel, seconded by DeGraffenreid, the Board approved the Then and Now Resolution. The Roll Call vote was as follows: Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye. Mr. Seta – Aye, Ms. Lavery – Aye.
7. RESOLUTION #3646 – RESOLUTION RENEWING THE INVESTMENT POLICY: The staff led a thorough discussion, providing clarifying information on the Investment Policy content and the legal restrictions place on public entities who invest in public funds. Upon motion duly made by Seta, seconded by Lavery, the Board approved the Resolution renewing the Investment Policy. The Roll Call vote was as follows: Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye. Mr. Seta – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye.

8. RESOLUTION #3647 – RESOLUTION OF APPRECIATION – GLENNA STRICKLETT: Upon motion duly made by Lavery, seconded by DeGraffenreid, the Board approved the Resolution of Appreciation for Glenna Stricklett, Training Coordinator, who has retired with thirty years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Mr. Seta – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. DeGraffenreid – Aye.

The Board thanked Ms. Stricklett for her service and engaged in dialogue with staff about succession planning after a tenured employee retirement.

9. RESOLUTION #3648 – CONSERVATION AWARD – HC BUCK NIEHOFF: Upon motion duly made by DeGraffenreid, seconded by Lavery, the Board approved the Resolution awarding HC Buck Niehoff the Conservation Award for his service as Park Commissioner for the past six years. The Roll Call vote was as follows: Mr. Seta – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye.
10. RESOLUTION #3649 – CONSERVATION AWARD – GERALDINE WARNER: Upon motion duly made by DeGraffenreid, seconded by Burwinkel, the Board approved the Resolution awarding Geraldine Warner the Conservation Award for her service as Park Commissioner for the past eight years. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye, Mr. Seta – Aye.

The Board asked Board President Marcus Thompson and CEO Todd Palmeter to share their sincere thanks to Mr. Niehoff and Ms. Warner at their awards presentations.

11. DONATIONS: Upon motion duly made by Seta, seconded by Lavery, and unanimously carried, the Board approved accepting the donations received during December 2020. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
12. APPROVAL OF MINUTES: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the Final Minutes of the Regular Board meeting of December 17, 2020. Ms. Lavery and Ms. DeGraffenreid abstained from voting on this motion.
13. BID TAB – EMBSHOFF WOODS WASTEWATER IMPROVEMENTS: Upon motion duly made by Lavery, seconded by DeGraffenreid, and unanimously carried, the Board approved awarding a contract in the amount of \$158,800 to Ken Neyer Plumbing, Inc. for the Embshoff Woods Wastewater Improvements project.

14. BID TAB – WINTON WOODS ACCESSIBLE CANOE/KAYAK LAUNCH: Upon motion duly made by Burwinkel, seconded by Lavery, and unanimously carried, the Board approved awarding a contract for the Base Bid and Alternate C-1 in the amount of \$125,800 to John P. Tumlin & Sons Ltd. for the Winton Woods Accessible Canoe/Kayak Launch project.
15. BID TAB – BALED HAY SUPPLIER: Upon motion duly made by Lavery, seconded by DeGraffenreid, and unanimously carried, the Board approved the bid for Summe Farms at the price of \$7.50 per 50-pound square bale and \$90 per netted round bale.

The Board engaged the staff in dialogue about the need for hay storage at Parky's Farm.

16. CAPITAL PURCHASE – LARGE AREA ROTARY MOWER: Upon motion duly made by Lavery, seconded by Thompson, and unanimously carried, the Board approved the purchase of a large area rotary mower in the amount of \$64,520.60 from Century Equipment Company.
17. PROFESSIONAL SERVICES CONTRACT – WEBSITE SUPPORT: Upon motion duly made by Seta, seconded by DeGraffenreid, and unanimously carried, the Board awarded a professional services contract to The Old State, LLC, in the amount of \$60,000.

The Board engaged the staff in dialogue about the use of proprietary software from The Old State and options for future website related support. The Chief of Planning, Tim Zelek, and the Website and Digital Media Coordinator, Tony Strader, gave brief explanations of the current software.

#### MONITORING REPORTS

18. FINANCIAL CONDITIONS & ACTIVITIES: The Board reviewed the Monitoring Report for Financial Conditions & Activities. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.
19. ASSET PROTECTION: The Board reviewed the Monitoring Report for Asset Protection. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

The Board inquired about the length of protection of their bonds, and they requested follow up information from the staff.

### GENERAL REPORTS

20. 2021 CAPITAL PROJECT LIST: The Board reviewed the 2021 Capital Project List. After a thorough discussion, the Board determined the report to be reasonable and acceptable. The Board then ordered the report filed for the record.

The Board requested a list of all future Capital Projects, including unfunded projects.

21. PURCHASING CARD COMPLIANCE OFFICER: The Board ordered the report filed for the record. The Board thanked Rich Sonnenberg for serving as Purchasing Card Compliance Officer in 2020.

The Board commented on the final 2020 park attendance and trail count numbers and congratulated the staff on their ability to facilitate such a large increase in visitation in 2020 during the pandemic.

### EXECUTIVE SESSION

A motion was made by Lavery and seconded by DeGraffenreid to go into Executive Session at 2:20 p.m. to consider the sale or other disposition of property and to consider the employment and compensation of public employees. The Roll Call vote was as follows: Mr. Thompson – Aye, Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye, Mr. Seta – Aye, Ms. Lavery – Aye.

Mr. Seta excused himself from the meeting at 3:20 p.m.

Following the Executive Session, a motion was made by Lavery and seconded by DeGraffenreid to reconvene the Regular Meeting at 4:30 p.m. The Roll Call vote was as follows: Ms. DeGraffenreid – Aye, Mr. Burwinkel – Aye, Ms. Lavery – Aye, Mr. Thompson – Aye.

### ACTION

22. LAND ITEM: Upon a motion duly made by Burwinkel, seconded by Lavery and unanimously carried, the Board authorized the CEO to negotiate a land acquisition proposal and execute the necessary documents for a 2-acre parcel in the central region of Hamilton County.
23. LAND ITEM: Upon a motion duly made by Lavery, seconded by DeGraffenreid and unanimously carried, the Board authorized the CEO to negotiate a land acquisition proposal and execute the necessary documents for parcels totaling 12 acres in the eastern region of Hamilton County.

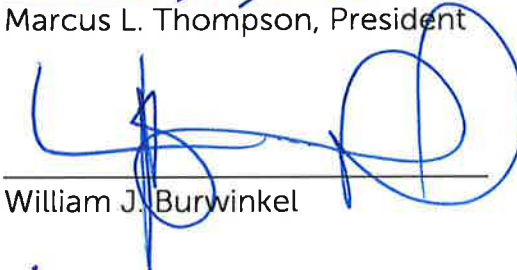
24. COMPENSATION OF PUBLIC EMPLOYEES: Upon a motion duly made by Burwinkel, seconded by Lavery and unanimously carried, the Board authorized the Board President and COO to execute the necessary documents for the 2020 CEO Annual Performance Review.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Lavery, seconded by DeGraffenreid, and unanimously carried to adjourn the meeting at 4:35 p.m.

Board of Park Commissioners  
Great Parks of Hamilton County

  
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Marcus L. Thompson, President

  
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William J. Burwinkel

  
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Stacey DeGraffenreid

  
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Caren Lavery

  
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Joseph C. Seta

ATTEST:

  
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Todd Palmetter, Chief Executive Officer