

REGULAR MEETING

March 17, 2022

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

Board President Caren Laverty opened the meeting and led the Board, staff, and guests in the Pledge of Allegiance.

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

Staff: Palmeter, Henninger, Collins, Culman, deJesus, Messerschmitt, Rahe, Snow, Zelek, Barkley, Wiita, Morehouse, McCullough, Schrand, Liedhegner, Richardson, Schilling, Bruce, Sergent, Spencer, Schirmer, Steele, Ferrell, Ference

Guests: Martin Archer

GENERAL

1. PUBLIC COMMENTS: Martin Archer addressed the Board concerning the use of electric skateboards in the parks.

Mr. Burwinkle thanked the staff for their participation in Westwood's National Night Out and their continued community engagement.

2. AWARDS & RECOGNITIONS:

Chief Executive Officer Todd Palmeter notified the Board of the following:

- The Board and staff acknowledged the passing of Ed Menkhaus, Site Construction Technician, with a moment of silence
- Chief of Conservation & Parks Jason Rahe introduced promoted employee Jeremy Barkley, Park Manager, Woodland Mound
- Chief of Conservation & Parks Jason Rahe introduced promoted employee Jennifer McCullough, Native Plant Nursery Coordinator
- Chief of Guest Experiences Rachel Messerschmitt introduced new employee Eric Richardson, Clubhouse Manager, The Mill Course
- Chief of Guest Experiences Rachel Messerschmitt introduced newly promoted employee Taylor Schrand, Animal Care Coordinator
- Chief of Human Resources Molly deJesus introduced new employee Amanda Schilling, Manager of Talent Acquisition
- Captain Dale Steele received a Lifetime Achievement Award from the Park Law Enforcement Association (PLEA). Captain Steele was selected as President of the Association at the annual PLEA conference.

3. NEXT BOARD MEETING DATES:

Thursday	April 21, 2022	1:00 p.m.	Winton Centre
Thursday	May 19, 2022	1:00 p.m.	Winton Centre

ACTION

4. RESOLUTION #3703 – BILLS & PAYROLL RESOLUTION: Upon motion duly made by Seta, seconded by Thompson, the Board approved the Bills & Payroll Resolution. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye.
5. RESOLUTION #3704 – RESOLUTION OF APPRECIATION – TERRY MIKE SCOTT: Upon motion duly made by DeGraffenreid, seconded by Seta, the Board approved the Resolution of Appreciation for Terry Mike Scott, Conservation & Parks Technician, who has retired with thirty-one years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye.
6. RESOLUTION #3705 – RESOLUTION OF APPRECIATION – CAROLYN MISSIE SHANNON: Upon motion duly made by Seta, seconded by DeGraffenreid, the Board approved the Resolution of Appreciation for Carolyn Missie Shannon, Park Ranger, who has retired with twenty-one years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye.
7. RESOLUTION #3706 – RESOLUTION OF APPRECIATION – SHERRY GARNER: Upon motion duly made by Burwinkel, seconded by Thompson, the Board approved the Resolution of Appreciation for Sherry Garner, Park Ranger, who has retired with thirty-one years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye.
8. RESOLUTION #3707 – RESOLUTION OF APPRECIATION – BILL WEINEL: Upon motion duly made by Thompson, seconded by Seta, the Board approved the Resolution of Appreciation for Bill Weinel, Assistant Golf Course Superintendent, who has retired with thirty-one years of service with Great Parks of Hamilton County. The Roll Call vote was as follows: Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye.
9. RESOLUTION #3708 – RESOLUTION OF AUTHORIZATION TO EXECUTE AND FILE AN APPLICATION UNDER ODNR OHIO RIVER BASIN H2OHIO WETLAND GRANT PROGRAM – SHARON WOODS LAKE RESTORATION: The staff led a thorough discussion, providing clarifying information about the timeline of the dredging project. Upon motion duly made by Burwinkel, seconded by DeGraffenreid, the

Board authorized the CEO and his designees to execute and file an application with the Ohio Department of Natural Resources under the Ohio River Basin H2Ohio Wetland Grant Program. The Roll Call vote was as follows: Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye.

10. DONATIONS: Upon motion duly made by Thompson, seconded by Seta, and unanimously carried, the Board approved accepting the donations received during January 2022. The letter from the Judge of Probate Court approving acceptance of the terms of the gifts will be attached to the Final Minutes.
11. APPROVAL OF MINUTES: Upon motion duly made by Burwinkel, seconded by Lavery, and unanimously carried, the Board approved the Final Minutes of the Regular Board Meeting of February 17, 2022.
12. BID TAB: PARKS HERBICIDE SUPPLIER: Upon motion duly made by Seta, seconded by DeGraffenreid, and unanimously carried, the Board approved the bid in the amount of \$56,113.06 to SiteOne Landscape Supply for parks herbicide supplier.
13. COOPERATIVE PURCHASING PROGRAM – HOUSTON-GALVESTON AREA COUNCIL: The staff led a thorough discussion, providing clarifying information on other cooperative purchasing programs utilized by Great Parks. Upon motion duly made by Thompson, seconded by Burwinkel, and unanimously carried, the Board authorized the staff to participate in the Houston-Galveston Area Council (HGACBuy) program for the purchase of goods and services. For any proposed purchases over \$50,000 the staff will obtain Board approval before proceeding with the purchase.
14. CAPITAL PURCHASE – COMPACT TRACK LOADER: Upon motion duly made by Burwinkel, seconded by Seta, and unanimously carried, the Board approved the purchase in the amount of \$60,337.88 to Clark Equipment Company dba Bobcat Company for a compact track loader.
15. CAPITAL PURCHASE – HYBRID GREENS MOWER: Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved the purchase in the amount of \$57,521.77 to Century Equipment Company for a hybrid greens mower.
16. CAPITAL PURCHASE – LARGE AREA MOWER: Upon motion duly made by Thompson, seconded by Burwinkel, and unanimously carried, the Board approved the purchase in the amount of \$74,807.17 to Century Equipment Company for a large area mower.

17. CAPITAL PURCHASE – TRIPLEX REEL MOWER: Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board approved the purchase in the amount of \$50,277.77 to Century Equipment Company for a triplex reel mower.
18. CAPITAL PURCHASE – HYDRO-AERIFICATION AND FERTILIZER INJECTION EQUIPMENT: Upon motion duly made by DeGraffenreid, seconded by Thompson, and unanimously carried, the Board approved the purchase in the amount of \$74,129 to STEC Equipment Inc. for a hydro-aerification and fertilizer injection equipment.
19. PROFESSIONAL SERVICES CONTRACT – MARKETING AND MEDIA BUYING SERVICES: The staff led a thorough discussion, providing clarifying information on the types of creative services included in the professional services contract. Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board awarded a professional services contract in the amount not to exceed \$500,000 to St. Gregory Group, Inc for marketing and media buying services.

MONITORING REPORTS

20. TREATMENT OF GUESTS: Ranger Chief Scott Snow, Guest Relations Senior Manager Tracie Sergent, and Risk Manager Dave Bruce presented the Treatment of Guests report to the Board. 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 thanked the staff for the informative nature of the report and complimented the staff on their hard work keeping the parks safe for our guests.

21. ENDS PRIORITY 1: Director of Natural Resources Jessica Spencer presented the Ends Priority 1 report to the Board. 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 thanked the staff for the informative nature of the report.

22. ENDS PRIORITY 4: Chief Operating Officer Bret Henninger presented the Ends Priority 4 report to the Board. 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 thanked the staff for the informative nature of the report.

EXECUTIVE SESSION

A motion was made by Seta and seconded by Burwinkel to go into Executive Session at 2:57 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: Ms. DeGraffenreid – Aye, Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye.

Following the Executive Session, a motion was made by Seta and seconded by Burwinkel to reconvene the Regular Meeting at 3:45 p.m. The Roll Call vote was as follows: Ms. Lavery – Aye, Mr. Seta – Aye, Mr. Thompson – Aye, Mr. Burwinkel – Aye, Ms. DeGraffenreid – Aye.

ACTION

23. LAND ITEM: Upon motion duly made by Seta, seconded by Burwinkel, and unanimously carried, the Board authorized the CEO and his designees to negotiate with The Nature Conservancy and to execute the necessary documents for environmental covenants in the west region of Hamilton County.
24. LAND ITEM: Upon motion duly made by Thompson, seconded by DeGraffenreid, and unanimously carried, the Board authorized the CEO and his designees to negotiate with a private resident and to execute the necessary documents for an easement in the west region of Hamilton County.

ADJOURNMENT

There being no further matters to come before the Board, a motion was made by Burwinkel, seconded by DeGraffenreid, and unanimously carried to adjourn the meeting at 3:50 p.m.

Board of Park Commissioners
Great Parks of Hamilton County

Absent


Caren Lavery, President



William J. Burwinkel



Stacey DeGraffenreid



Joseph C. Seta

Absent

Marcus Thompson

ATTEST:



Todd Palmeter, Chief Executive Officer