



## **Special Meeting Minutes**

**Monday, January 28, 2016**

*(Meeting Held at the Village of Richfield Town  
Hall, Council Chambers)*

### **SPECIAL MEETING PART ONE: ORGANIZATIONAL**

#### **Call to Order:**

The Special Meeting of the RJRD Board of Trustees was "Called to Order" at 6:00 p.m. by Vice Chairperson Mr. Ralph McNerney. Following the Pledge of Allegiance, Roll Call was taken by RJRD Administrator.

#### **In Attendance:**

Mr. Bob Becker  
Ms. Kelly Clark  
Mr. Dominic Cugini  
Mr. Rich Fleming  
Mr. Ralph McNerney  
Mr. Pat Norris  
Mr. Bill Taylor

Mr. Bill Hanna, Legal Counsel  
Mayor Bobbie Beshara  
Mr. Keith Shy, Capital/Public Improvements Consultant/Manager  
Mrs. Debbie Bluso Rogers, Administrator

**Business: Election of Officers:**

Per the RJRD Bylaws, January 26, 2015, Article VI Officers, and Section 3: The election of officers is required to be held at a special meeting January each year. The new officers shall take office upon the conclusion of the Special Meeting and shall serve for one (1) year or until election of their successors.

The Administrator provided the process for the election of officers.

- The order for nominations occur in the order of officers as stated in the bylaws; Chairperson, Vice Chairperson, Treasurer and Secretary.
- The election of officers is required at a special meeting during the month of January. This meeting is a “special meeting” as outlined in the bylaws.
- The election of officers will proceed until each office position has been completed for the year of 2016.
- The position is for one year or until election of a successor.
- The new officers shall take office upon completion of this portion of the special meeting.
- Nominations do not have to be seconded.
- The Nominee needs to state for the record that they either accept or decline the nomination.
- A person can nominate himself or herself.
- Motions to close the nominations are not necessary because nomination continues until no one wishes to make further nominations.
- All nominations will be placed in the minutes.
- Voting will occur in the order of the nominations and through a raise of hands with the Administrator noting for the record the affirmative votes.
- A majority indicates the completion of the election per office position.

The floor was opened for nominations for Chairperson by the Administrator. Trustee Norris nominated Trustee McNerney and Mr. McNerney accepted. Trustee Norris stated the following reasons for the nomination Mr. McNerney.

- Involved in the RJRD efforts before it was formed
- Length of his tenure as Vice Chairperson
- Experience on the Board
- Understands parliamentary procedures
- Understands Roberts Rules of Order

Trustee Clark nominated Dominic Cugini for Chairperson. Ms. Clark stated that she agreed with Trustee McNerney’s accomplishments but she believed that Trustee Cugini's business experience, leadership, new perspective, knowledge of parliamentary procedures were important at this juncture.

Trustees McNerney and Cugini accepted their nominations.

There were no other nominations for Chairperson.

With a show of hands, the vote was taken for Trustee McNerney for 2016 Chairperson.

Mr. Becker	Yea
Ms. Clark	Nay
Mr. Cugini	Nay
Mr. Fleming	Nay
Mr. McNerney	Yea
Mr. Norris	Yea
Mr. Taylor	Nay

With a show of hands, the vote was taken for Trustee Cugini for 2016 Chairperson:

Mr. Becker	Nay
Ms. Clark	Yea
Mr. Cugini	Yea
Mr. Fleming	Yea
Mr. McNerney	Nay
Mr. Norris	Nay
Mr. Taylor	Yea

**The new 2016 RJRD Chairperson is Trustee Dominic Cugini.**

The floor was opened for nominations for Vice Chairperson by the Administrator.

Trustee Fleming nominated Ralph McNerney and Trustee McNerney accepted the nomination.

There were no other nominations for Vice Chairperson.

With a show of hands, the vote was taken for Trustee McNerney for 2016 Vice Chairperson.

Mr. Becker	Yea
Ms. Clark	Yea
Mr. Cugini	Yea
Mr. Fleming	Yea
Mr. McNerney	Yea
Mr. Norris	Yea
Mr. Taylor	Yea

**The new 2016 RJRD Vice Chairperson is Trustee Ralph McNerney.**

The floor was opened for nominations for Treasurer by the Administrator.

Trustee Cugini nominated Trustee Norris and Trustee Norris accepted the nomination.

With a show of hands, the vote was taken for Trustee Norris for the 2016 Treasurer.

Mr. Becker	Yea
Ms. Clark	Yea
Mr. Cugini	Yea
Mr. Fleming	Yea
Mr. McNerney	Yea
Mr. Norris	Yea
Mr. Taylor	Yea

**The new 2016 RJRD Treasurer is Trustee Pat Norris.**

The floor was opened for nominations for Secretary by the Administrator.

Trustee Becker nominated Trustee Taylor and Trustee Taylor accepted the nomination.

Trustee Fleming nominated Trustee Clark and Trustee Clark accepted the nomination.

With a show of hands, the vote was taken for Trustee Taylor for 2016 Secretary.

Mr. Becker	Yea
Ms. Clark	Yea
Mr. Cugini	Yea
Mr. Fleming	No
Mr. McNerney	Yea
Mr. Norris	Yea
Mr. Taylor	Yea

Trustee Clark withdrew her nomination.

**The new 2016 RJRD Secretary is Trustee Bill Taylor.**

The Chairperson noted the conclusion of the Special Meeting Park 1 Organizational Meeting.

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**SPECIAL MEETING PART TWO**

Immediately following Special Meeting Part One, Part Two began with the Pledge of Allegiance.



**In Attendance:**

Mr. Bob Becker  
Ms. Kelly Clark  
Mr. Dominic Cugini  
Mr. Rich Fleming  
Mr. Ralph McNerney  
Mr. Pat Norris  
Mr. Bill Taylor

Mr. Bill Hanna, Legal Counsel  
Mayor Bobbie Beshara

Mr. Keith Shy, Capital/Public Improvements Consultant/Manager  
Mrs. Debbie Bluso Rogers, Administrator

**Business:**

**Approval of Meeting Minutes:**

**Monday, January 11, 2016 Regular Meeting**

Chairperson Cugini dispensed with the formal reading of the minutes and it was noted for the record that prior to the meeting changes and corrections were received and the minutes for approval reflect those corrections and changes.

**MOTION** made by Ms. Clark and seconded by Mr. Becker to approve the **January 11, 2016 Regular Meeting Minutes** as presented.

**DISCUSSION: None**

**MOTION PASSED:** Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)

**Capital Projects Report:**

No report.

**Committee Reports:**

a. Budgets & Finance Committee, **2015 Chairperson Mr. Norris**

No report. The Fiscal Agent's reports for November and December were read into the record at the previous meeting.

**b. Buildings & Grounds Committee, 2015 Chairperson Mr. Becker**

The ODNR Dam Report Summary was distributed to the board members. Trustee Becker requested that the Board review the information in order to discuss at the next meeting. Chairperson Cugini requested Trustee Becker regarding future actions of the Board.

Referring to Contract Policy, Becker stated that based on the distributed information a scope of work needs to be developed by the Board followed by pursuing a professional engineer based on the Statement of Qualifications, a written explanation and resolutions. Trustee Fleming asked if this was information previously shared and Becker stated that it was. Becker stated that the following items have been deemed necessary by ODNR and are spelled out in their reports dated April 23, 2014 concerning the upper and lower dams.

- Operations, maintenance and inspection manual for both dams. Hilaka Dam page 4 and Lower Lake Report Crowell Dam page 6.
- Professional Engineer must be retained to address the following items: plans specifications, investigative reports and other supporting documentation as necessary to be submitted to ODNR DSWR for review and approval. Lower Lake report page 5.
- The dams/discharge storage capacity must be evaluated via hydrologic and hydraulic study to determine adequacy to pass required design flood in accordance with OAC Rule 1501:21-13-02.
- Entire principle spillway systems must be repaired. Prepare plans and specifications for repair for the concrete deterioration of the spillway.
- Emergency spillway system must perform properly without endangering the safety of the dam. Structural integrity of the emergency spillway and outlet, prepare plans and specifications for the correction of any problems.

Becker stressed that action must be taken by retaining a PE and surveyor to accomplish these tasks.

Regarding Gund Hall, Becker referred the board to the February 16, 2015 strategy session and meeting minutes. Becker stated that the priorities listed were agreed upon by the Board even though no formal action was taken. Continuing, the assessment of Gund Hall is complete and ahead of schedule. Becker provided copies of the Gund Hall Renovation Scope of Work, Analysis of Local Rental Halls, and notes from Event Planners. Becker requested that the Board review for future action. Trustee Clark confirmed that Capital Projects Consultant Keith Shy had a copy of the documentation.

**c. Communications Committee, 2015 Chairperson Mr. Taylor**

No report.

d. Volunteers Committee, **Chairperson Mr. Fleming**

No report. Trustee Fleming stated that he was not aware of any other volunteer activity being conducted on the property.

e. Special Revenue Committee, **Chairperson Mr. McNerney**

Trustee McNerney stated that the Interfaith council was part of a stakeholder group meeting and wanted to provide \$10K to RJRD towards a fitness trail. McNerney stated that the Board should be prepared to take action on this matter at the next meeting. McNerney stated that he had a conversation with Clean Ohio and that RJRD was permitted to put some of these components in the Clean Ohio area and other areas of the property. Trustee Clark asked if this was part of the Master Plan and Trustee Taylor responded that this discussion was held during the RJRD strategy sessions. Chairperson Cugini requested the details of the terms for the donations and McNerney stated that that this discussion was not held. It was suggested that the Administrator, Trustee McNerney and Legal Counsel work together to prepare the paperwork and resolution on the matter. Mr. Hanna stated that the Interfaith Council's paperwork should be "in hand" during the preparation of the resolution. Responding to Mr. Taylor's question between hardware and labor, McNerney stated that all those details are unknown. Mayor Beshara, as a member of this Council, stated that due to this group's schedule the details and the paperwork would not be ready quickly. After Trustee Clark confirmed that there were no other questions from the Board, Chairperson Cugini stated that once all the details have been worked out, McNerney can bring it to the Board for action.

f. Recreation Services Committee, **Chairperson Ms. Clark**

Trustee Clark stated that a 5K Valentine's Day Heart Walk is scheduled for Sunday, February 14, 2016 from 1:00 p.m. to 3:00 p.m. rain or shine in conjunction with the FOCH. A 5K map of the trails to be used for the event is in the process of being developed.

Ohio Horseman's Council will be hosting an event on Saturday, May 7, 2016 called Derby Day. A meeting was held with OHC, Recreation Chair and the Administrator. There was no objection or questions from the Board on the matter. No buildings would be occupied. The covered arena and the outdoor ring will be used for pony rides.

g. Personnel & Administration Committee, **Chairperson Mr. Cugini**

The Administrator provided the following report.



**Master Planning Stakeholder Meetings:**

The Board was asked to schedule the following meetings:

**Monday, February 8, 2016 Work Session** from 5:00 p.m. to 6:00 p.m. with EDG to review the process and questions for the Public Meeting on Thursday, February 11, 2016 at 6:30 p.m. at the Village Town Hall

**Thursday, February 11, 2016 Public Meeting** at 6:30 p.m. at Village of Richfield Town Hall.

The date of the Work Session following the Public Meeting was discussed but due the number of conflicting schedules the date of the meeting could not be determined. The date of this meeting was to be determined on Tuesday, January 29, 2016.

*The Record of Proceedings is reflecting that the Work Session required for the Master Plan was scheduled for Saturday, February 13, 2016 at the Village Town Hall at 10:00 a.m. Due to the high importance of this meeting, the Record of Proceedings is including this information for the Public.*

**Zoning Update:**

RTWP BZA Resolution will be taking action on the resolution for the RJRD's application for a conditional use permit scheduled for Monday, February 15, 2016.

**Fiscal:**

A motion to accept a donation in the name of Mr. Richard Crowfoot was required by the Board from Mr. and Mrs. Jon Bigazda in the amount of \$100.00.

**MOTION** made by Ms. Clark and seconded by Mr. Norris **to approve donations** from the Mr. and Mrs. Jon Bigazda in memory of Mr. Dick Crowfoot **in the amount of \$100.00** to the Richfield Joint Recreation District.

**DISCUSSION:** None

**MOTION PASSED:** Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)



**Legal:**

A draft contract is being reviewed by Mr. Richard Sicah and Marcia Moll, the Pipeline Grant Writers. Legal Counsel to the Board, Mr. Hanna stated that the Wilderness Center contract was executed.

Copies will be distributed and the next step regarding the forest management is by the Wilderness Center. The MOU for FOCH continues to be worked on by both Counsels.

**New Business:**

**Stakeholder Meetings:**

Action was required by the Board to accept the Stakeholder Meeting Notes.

**MOTION** made by Mr. Becker and seconded by Mr. Taylor **to accept Stakeholder Meeting Notes Numbers 3, 4, and 5 into the Record of Proceedings.**

**DISCUSSION:** None

**MOTION PASSED:** Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)

**Resolution 1-2016 Organizational Resolution:**

Board action was required to approve and authorize Resolution 1-2016 that state the Board Members and terms and the RJRD Officers.

**MOTION** made by Ms. Clark and seconded by Mr. Becker **to approve Resolution 1-2016 Organizational Resolution.**

**DISCUSSION:** None

**MOTION PASSED:** Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)

**Comments from the Floor:**

Chairperson Cugini recognized Corey Ringle. Ms. Ringle stated that a history presentation is scheduled for February 2, 2016 at 7:00 p.m. at the Middleburg Heights Library.

Chairperson Cugini recognized Mayor Beshara. Mayor Beshara announced that she will be conducting weddings on Sunday, February 14, 2016 and appreciated if this information was included on the RJRD website. The Mayor requested that the Board be available for a group photograph and congratulated the Board on their election of officers.

**Action Items and Agenda Items:**

The next regular Board meeting is Monday, January 25, 2016 at 6:30 p.m.

- Dam and Lake Surveys Discussion to Seek a Qualified Engineer

**Executive Session:**

**MOTION** made by Mr. Becker and seconded by Ms. Clark to go into Executive Session at 6:35 p.m. for a conference with Legal Counsel per ORC 121.22(g3).

**DISCUSSION: None**

**ROLL CALL VOTE: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)**

**MOTION** made by Ms. Clark and seconded by Mr. Taylor to go out of Executive Session at 7:40 p.m.

**DISCUSSION: NONE**

**MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)**

Chairperson Cugini re-convened the meeting. The format of the Board meetings was changed to replace one of the regular meetings with a monthly work session. Cugini stated that it may not be possible to change the dates, times and location of meetings due to other users.

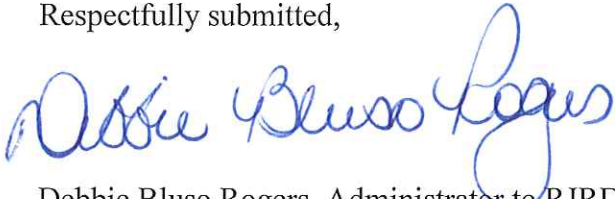
**Adjournment:**

**MOTION** made by Mr. Cugini and seconded by Ms. Clark to adjourn at 7:43 p.m.


**DISCUSSION: NONE**

**MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), and Mr. Taylor (Yea)**

Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board

  
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Richfield Joint Recreation District,  
Chairperson  
\_\_\_\_\_  
Richfield Joint Recreation District,  
Secretary