



**Regular Meeting with Work Session
February 21, 2022**

Call to Order: The Board met in person at The Lodge at Richfield Heritage Preserve. The meeting was called to order at 6:30 p.m. by Anita Gantner, Board Chairperson.

Roll Call: Sandy Apidone, Jeff DeLuca, Anita Gantner, Maureen McGinty, Mark Robeson, Mike Selig, and Dave Wehner

Also in Attendance: Park Director David Green, Administrative Coordinator Polly Wheeler, Volunteer Coordinator Susan Czaplicki, Lodge Event Coordinator Shari Green, Village Council representative Sue Ann Philippbar, Township Trustee Don Laubacher, Robin Christensen from Western Reserve Land Conservancy, and approximately 20 attendees.

Work Session

American Tower cell tower:

Mr. Green presented a request from American Tower to reduce the cell tower property lease amount from the current \$612/month to \$550/month. The original agreement was the result of a 2018 resolution. There are still no tenants on the cell tower and thus no additional revenue; the potential tenant did not complete the contract. The lease must be renewed by March 22, 2022. The company might also consider \$60,000 for a buyout of the contract. Mr. Wehner asked if there will be any type of tenant in the future, or is American Tower holding the property for possible opportunities. Mr. DeLuca said that former trustee Bill Smith reached out to them in the past, but the RJRD would lose money in a buyout. Ms. Gantner asked what the consequences would be if the board refused to reduce the lease amount or offered to split the difference with American Tower. Mr. Wehner responded that the board could split the difference, but American Tower might not renew if the lease payment is not reduced. Mr. Green will e-mail Kim at American Tower asking that the company submit a new lease proposal.

Western Reserve Land Conservancy ["Duffy" property]:

Robin Christensen from the Western Reserve Land Conservancy stated that WRLC provided the resolution for the RJRD board to acquire the Headwaters Forest Preserve Property, which legal advisor Bill Hanna modified slightly. Ms. Christensen offered to answer questions from the board.

Mr. DeLuca asked if RJRD would receive the mineral rights with the property; Ms. Christensen replied that RJRD would own the mineral rights. ODNR currently has an oil/gas site on the property which could provide some small royalties, possibly in the range of \$600 or so annually.

Ms. McGinty mentioned that an existing house may need to be demolished. Ms. Christensen responded that a Clean Ohio grant does not pay for this. WRLC would look for a donor for around \$15,000 in funds required to do the demolition, but it's not guaranteed. Ms. Apidone asked about if the current tenant has a lease. Ms. Christensen said the tenant has a month-to-month agreement. He can't continue to live there in a Clean Ohio property, but he could stay perhaps a year until the agreement is finalized.

Ms. Gantner mentioned that this is not an actual purchase. The board is applying for a Clean Ohio grant to provide the funds to buy the property. Ms. Christensen agree and stated that the board is not

obligated to purchase the property if the grant is denied. Mr. Selig asked if WRLC is writing the grant; Ms. Christensen replied that they are, and that they can protect the park through the wording of the grant application. She stated that the naming of the property, referencing "headwaters" and "forest", makes it more likely that a Clean Ohio grant will be awarded.

During questions from the audience, Ms. Karen Smik asked if there will be any annual expenses incurred by this property; Ms. Gantner said that there will not. Mr. Pat Norris asked why WRLC approached the RJRD to buy this property. Ms. Christensen stated that, in discussions with CVNP, they have found that CVNP is not interested in acquiring any more property, even when it is adjacent to current CVNP property. This Headwaters property is one lot removed, so this is not a possibility.

Regular Meeting

Approval of Minutes:

Ms. Gantner asked if all board members had reviewed the minutes from January 26 (meeting moved from January 24 due to weather) and from February 11, and if there were any changes needed. All board members had reviewed; no amendments were suggested. Minutes from both meetings were approved by consensus.

Standing and Special Committee Reports:

Governance: Mr. Wehner reported that the committee is in the review phase of checking the policies and procedures.

Capital Improvements: Mr. DeLuca reported that a committee meeting was held on February 7, and the board held a special meeting on February 11 regarding the Lodge HVAC system. At the Feb. 11 meeting the board voted to reject the single bid of \$144,000 they received from the RFP posted in December. A new RFP is necessary, but now the board has more contacts to reach for a revised bid to provide HVAC for the Lodge main room only.

Mr. DeLuca continued that the committee had discussed the wells on the park property, the needs of the Lodge, volunteer projects, and Mr. Green's director projects. He also announced that the committee is looking for advisors on historical stabilization.

Mr. Green mentioned the dam projects and related that the rain and inclement weather has caused delays. After the third payment to Northstar contractors, the park will have paid about \$352,000 on the dam projects.

MOTION by: Ms. McGinty to accept the minutes of the Feb. 7 committee meeting as written; seconded by Ms. Apidone.

MOTION PASSED: Vote taken by voice, which was unanimous

Fundraising / Grants: Mr. Selig reported that the committee is doing a needs assessment, with the goal of matching park needs and desires with grants as they become available. Also there are engineering designs needed for various projects. There are multiple grant deadlines approaching.

The committee reviewed the fundraising approach and determined that an individual approach is best but that the Friends group is very valuable in this area. The committee would like to work together with the Friends to approach potential donors.

Ms. McGinty asked if the committee had included any discussion of a trail connector from Broadview Road or a Richfield Woods connector when reviewing needs. She suggested that a stroller-friendly, all-abilities loop trail would be a good idea. Mr. Selig stated that the Buckeye Trail has been diverted off Broadview Road and into the park, and there is also a horse trail. Mr. DeLuca mentioned that a connector trail would need to follow the gas cut, require a sidewalk on Broadview Rd, or cross homeowner properties. A report is expected from Andrea with CVNP about trail repairs.

Marketing/Communications: Mr. Robeson reported that the committee held a meeting on February 18. They discussed the need to identify the audiences they are trying to reach. Support will be needed in order to pass the park levy that will be coming up soon. A clear message is needed but it is needed quickly in order to get voter support. One goal is to develop a message library with a short, medium and long version of the official message for marketing purposes. Questions likely to be asked include, "How was the original money from the levies used", and, "Is the board getting along and working well together, and also working with the Friends group and volunteers?" A framework is being devised for marketing messages.

The marketing/communications committee needs three more advisors. They have two potential members who are likely to serve and one more possible.

MOTION by: Ms. McGinty to accept the minutes of the Feb. 18 committee meeting as written; seconded by Mr. Robeson.

MOTION PASSED: Vote taken by voice, which was unanimous

Administration Report:

Ms. Wheeler submitted her report, including event requests and donations and fees received. She read a note received from Jay Toole of Runiversity, praising the park following the group's race event in December.

Park Director Report:

Mr. Green reported that part of the shed roof on the side of Garfield Hall collapsed sometime in the past couple of days due to the weight of the snow. It needs to be brought to the ground so that it is safe, and then it should be removed.

Regarding the Rivers and Trails Conservation project, Mr. Green said that he will share Andrea Irwin's report as soon as it is available. She would like to meet with about 10 individuals from different arenas to discuss programming. She expects to have about 3 meetings with this group and would also like community engagement and input. There is a deadline of April 30. Discussions of trail connectivity and programming followed. Mr. Robeson asked if the info from all groups could be integrated into the events calendar. Mr. Green replied that this was started last year and will be continued.

Mr. Green reported that Richfield Heritage Preserve is approved for an ODNR grant of \$140,000. The board will submit receipts against this amount. Mr. Green also reported that \$720 was received from metals recycling.

Regarding the Strategic Plan, Mr. Green stated that, following the walking tour of the park during the work session on February 18, Kelly Coffman of Cleveland Metroparks will meet with the board before the March and April board meetings.

Lodge Report:

Shari Green submitted her Event Coordinator's report for The Lodge. In new events, September 16, 2022 has been reserved for a wedding, and a graduation party has also reserved a date. Shari has fielded many inquiries and had many discussions with prospective renters. Ohio Hardwood Furniture is interested in extending the rental of The Lodge through March and possibly April. Several people mentioned that they had heard media advertisements for the furniture Event at The Lodge. Mr. Robeson asked if a sentence about Richfield Heritage Preserve could be included in the advertising. Shari replied that it probably could; she will mention this if the rental is extended.

A contract has been signed with The Knot / WeddingPro at a cost of \$2200 for up to 100 leads. The Richfield Heritage Preserve page on this site is complete. Due to a current special opportunity, the account gets 10 of the 100 leads free. Discussion followed about a Lodge-only website through Richfield Heritage Preserve. There are fees for this approach. The details need to be shared with Mr. Robeson for the Marketing Committee.

Volunteer Coordinator's Report:

Ms. Czaplicki submitted her report. The volunteers did a lot of cleaning and reorganizing, and they stacked firewood. Ms. Czaplicki mentioned that there were four RHP attendees at the OPRA conference February 7-9: Mr. DeLuca, Ms. Gantner, Mr. Green and Ms. Czaplicki.

Friends of Richfield Heritage Preserve Report:

Corey Ringle of RHP submitted her report. Ms. Ringle stated that the Friends have done a lot of cleaning and have scheduled a number of events and hikes, the first of which is on April 24. The mill wheel is ready to install when the pit is ready, and a Mill Docent program is in progress. In response to a question from the board, Ms. Ringle stated that she will get the Friends' financial report for the next board meeting.

Treasurer Report:

Mr. Wehner reported that he is working with the fiscal officer to allow checks for payments to be printed in the park office. They are also working on the refund of excise taxes from Pilot Travel Centers. These are not required because the gasoline purchased from Pilot is used only off-road.

Unfinished Business:

Ms. Gantner introduced Resolution 05-2022.

MOTION by: Mr. DeLuca and seconded by Mr. Selig to approve Resolution 05-2022 to modify The Lodge HVAC RFP and to rebid with changes.

Discussion: Mr. Robeson asked if the RFP could be modular for the different areas of The Lodge. Mr. DeLuca responded that bids are usually only in effect for 30 days, so if the work was not completed within that time, the other portions would have to be rebid anyway.

MOTION PASSED: Vote taken by roll call: Mr. DeLuca (Yea), Ms. Gantner (Yea), Ms. McGinty (Yea), Mr. Robeson (Yea), Mr. Selig (Yea), Mr. Wehner (Yea), Ms. Apidone (Yea).

Ms. Gantner introduced Resolution 06-2022.

MOTION by: Ms. McGinty and seconded by Ms. Apidone to approve Resolution 06-2022 to renew the contract with Shari Green as Event Coordinator for The Lodge through December 31, 2022.

MOTION PASSED: Vote taken by roll call: Ms. Gantner (Yea), Ms. McGinty (Yea), Mr. Robeson (Yea), Mr. Selig (Yea), Mr. Wehner (Yea), Ms. Apidone (Yea), Mr. DeLuca (Yea).

Ms. Ganner introduced Resolution 07-2022.

MOTION by: Mr. Wehner and seconded by Mr. DeLuca to approve Resolution 07-2022 to enter into an agreement with Western Reserve Land Conservancy to acquire the Headwaters Forest Preserve Property [Duffy property].

MOTION PASSED: Vote taken by roll call: Ms. McGinty (Yea), Mr. Robeson (Yea), Mr. Selig (Yea), Mr. Wehner (Yea), Ms. Apidone (Yea), Mr. DeLuca (Yea), Ms. Gantner (Yea).

New Business: none

Announcements:

- 1) All Lodge communications must go through Shari Green regardless of who they are.
- 2) Village Councilperson offered Village Hall for RJRD meetings while Ohio Hardwood Furniture has furniture in The Lodge.
- 3) Mr. Tony Altobelli announced that he is the new RJRD representative from Village Park Board.

Questions / Comments from the Floor:

Ms. Karen Smik stated that RHP marketing will be boosted by the mill wheel being installed. Mr. DeLuca suggested showing Dam Phase I and Phase II photos for emphasis.

Mr. Phil Klonowski stated that he and his wife Jackie are residents adjacent to the north end of the park, having owned their property since 2004. Mr. Klonowski discussed their interest and past involvement in the park, but complained that the bike and hike trail near the fence takes away their privacy in their back yard and that hikers allowing their dogs to run off-leash have caused problems when they get under the fence. He offered the solution that the trail could be moved to connect to the trail 200 yards to the south that goes to the Last Chance area. Board members stated that the park wants to be a good neighbor and that the fence is maintained and trees are kept off of it. The board took note of Mr. Klonowski's statements.

Mr. Pat Norris expressed appreciation for the Village's contribution to the park HVAC fund and asked about a contribution from the Township. Township Trustee Don Laubacher replied that the trustees will discuss this at their March 3 meeting. Village Councilperson Bobbie Beshara suggested asking for alternatives in the HVAC RFP for The Lodge.

Mr. Laubacher asked for a map of the Duffy property so he could see the boundaries of the conservation easement.

Referring to the earlier discussion of connectivity, Village Councilperson Sue Ann Philippbar mentioned a planned sidewalk on the east side of Broadview Rd from Forest Ridge to RHP, then crossing the road

and continuing to Giant Eagle grocery store. Ms. McGinty mentioned the desirability of easements going from RHP to Richfield Woods Park.

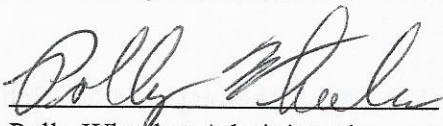
Agenda & Action Items: none

Adjournment:

MOTION by: Mr. Robeson and seconded by Ms. Apidone to adjourn the meeting at 8:04 p.m.

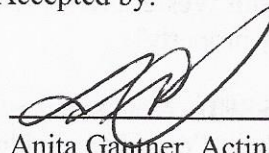
MOTION PASSED: Vote taken by voice, which was unanimous

Submitted by:



Polly Wheeler, Administrative
Coordinator

Accepted by:



Anita Gantner, Acting Board
Chairperson