



Regular Meeting with Work Session February 27, 2023

Call to Order: The Board met in person in The Lodge at Richfield Heritage Preserve. The meeting was called to order at 6:30 p.m. by Mike Selig, Board Vice-chair.

Pledge of Allegiance

Roll Call

Present: Mike Lyons, Holly Price, Mark Robeson, Mike Selig, Dave Wehner
Ms. Gantner was excused.

Also in Attendance: Park Director John Piepsny, Township Trustee Don Laubacher, Village Council representative Sue Ann Philippbar, Administrative Coordinator Polly Wheeler, Volunteer Coordinator Susan Czaplicki, and approximately 12-15 other attendees.

Installation of trustee: Township trustee Don Laubacher administered the oath of office to new trustee Ms. Holly Price.

Regular Meeting

Approval of Minutes

Minutes of January 23 regular meeting were considered. One correction had been requested and made; the minutes stand approved as amended.

Standing Committee Reports

There were no committee meetings and thus no reports.

Administration Report:

Park Director John Piepsny reported that park staff is undergoing training on the new reservation software RecDesk. It is expected to go live in April.

Lodge improvements are continuing. Attendees were invited to take a look at the upgrades in the kitchen and bridal suite following the meeting.

Treasurer Report:

Mr. Wehner reported the following numbers for January:

About \$479,000 in the bank, with \$3,000 in outstanding checks. This leaves \$316,000 in the operating/capital/Lodge cash funds and \$160,000 restricted for the bond fund.

About \$6,000 in revenue, and about \$15,000 in expenses. Of this, about \$5,000 was revenue from The Lodge and about \$3,000 of the expenses were for The Lodge.

Old Business:

MOTION by: Mr. Wehner and seconded by Mr. Robeson to approve Resolution 04-2023-amended to accept the contract with Ms. Shari Green as Lodge Event Consultant.

DISCUSSION: Mr. Lyons said that the third "whereas" should say January 31, 2023. The date was missing. Mr. Selig asked if the term would end on December 31, 2023, which Mr. Piepsny said it would because of the work being done by the Friends on Amity House. Ms. Price asked if Amity House will be ready for rental before December 31, 2023. Mr. Piepsny answered that it hopefully would be and that the contract can be amended at that point.

MOTION PASSED: Vote taken by roll call, which was unanimously Yea.

New Business:

Mr. Piepsny introduced the topic of asphalt paving that is needed in front of The Lodge. He has obtained four quotes and recommends S&K Asphalt.

MOTION by: Mr. Lyons and seconded by Mr. Selig to accept the contract with S&K Asphalt for paving in front of The Lodge.

DISCUSSION: Ms. Price asked for clarification of area that will be paved. Mr. Piepsny showed a map of the area. Mr. Selig asked if the quotes include any concrete work. Mr. Piepsny responded that none of the quotes include that. Mr. Wehner asked if the quotes were like-to-like in specifications. Mr. Piepsny replied that their specifications were mostly equivalent; the square footage varies somewhat. Mr. Selig mentioned that a state capital grant was previously discussed and asked if this portion is more urgent. He also asked if the current grade of the pavement is considered accessible and if the new paving will include any dedicated handicapped spaces. Mr. Piepsny stated that the current grade is accessible but that the area will need to be regraded anyway before paving. Three handicapped spaces will be included.

MOTION PASSED: Vote taken by roll call, which was unanimously Yea.

Mr. Piepsny introduced the topic of lake management services. He has obtained three quotes and recommends Ponds Beautiful. They are less expensive than AquaDoc and will supply Nutrisorb F bags to absorb runoff nutrients.

MOTION by: Mr. Lyons and seconded by Mr. Wehner to accept the contract with Ponds Beautiful for lake management.

DISCUSSION: Ms. Price asked if all three companies offer the same types of services and list the same time frame. She asked if Mr. Piepsny had checked references on any of the companies and wondered what was last year's quote from AquaDoc. Mr. Selig asked if the recommendation was based on cost. Mr. Piepsny did check several references.

MOTION PASSED: Vote taken by voice Yea, which was unanimous.

Mr. Selig said that he and Mr. Piepsny met with representatives of Friends of RHP on Friday, February 24 regarding miscommunications on several topics, among them the invasive species program, work at Amity House, and bed frames sold for scrap. He also said that they want the groups to work well together and overcome the communication challenges. He complimented the work that is being done on Amity House, saying he is excited about the Strategic Plan and the direction of the park.

Mr. Selig stated that the board will re-evaluate the MOU between the Friends of RHP and the RJRD Board, updating it to reflect changes since the last MOU was signed several years ago. He requested comments from the board on changes they think are appropriate. Mr. Lyons said he would like a copy of the current MOU, so Mr. Selig asked Ms. Wheeler to send it out to the entire board.

Mr. Wehner asked if the board would receive a draft of the recommended changes. Mr. Selig listed the two major areas of review: 1) challenges over fundraising, and 2) management of volunteers. For instance, the champion projects will be managed by the leader of the project but the others will be managed by the volunteer coordinator. Mr. Piepsny said he would collect the suggestions for changes.

Mr. Lyons asked for clarification on what is the range of authority of the park director on management of structures and other things. He suggested that complaints should go to the director and then to the board to avoid conflicts between groups of volunteers. He said a better understanding of the director's authority should be developed. Mr. Piepsny said that this will be a flexible plan. He has told Ms. Corey Ringle (of the Friends) to tell him if an issue comes up.

Mr. Robeson reiterated that he wants to see the document before the next meeting. Mr. Selig agreed that Ms. Wheeler will send out the current MOU to the board.

Announcements:

The next regular board meeting will be held on March 27, 2023.

Mr. DeLuca resigned from the board. Richfield Township is currently looking for someone to fill his seat for the rest of his term.

Questions / Comments from the Floor:

Corey Ringle (Friends) offered a review of the three types of ANSI accessibility, with respect to Amity House. She recommends type C, "visitable" accessibility, which requires the least modifications. She asked for clarification that this will be the direction of the board. Mr. Selig responded that this should be within the authority of Mr. Piepsny as park director. Mr. Piepsny said that type C makes the most sense in this situation, but that recommendations should be made on a building-by-building basis.

Ms. Price stated that knowing Mr. Piepsny's boundaries would help determine the correct approach. She asked whether it is the board's responsibility to make all of the park as accessible as possible, within reason. Mr. Lyons said that there may be another layer for the board to consider.

Ms. Ringle said that in type C accessibility a person can enter a space and visit; there is wheelchair access to a washroom; a person can visit with another person's help to operate light switches, door handles, etc. Mr. Lyons asked if there is a plan to upgrade. If this is being done piecemeal right now, additional upgrades should be considered later.

Mr. Wehner said that the board needs more information about liability, whose decision this is, and other elements. Mr. Piepsny said that each building would need to be inspected once upgrades are made. Mr. Lyons reiterated that having information in front of them helps the board to make a decision.

Ms. Ringle stated that she will share the pertinent ANSI document. Mr. Lyons asked for specifics as well as clarification on who does the inspections. Mr. Selig said that the board will get additional information to make a decision about Amity House and other structures. Mr. Robeson stated that a standard Strategic Plan framework is needed for paths forward on topics such as accessibility.

Karen Smik (resident) stated that the Friends report for February was not sent out with the other reports and the agenda, and asked that it be sent. Ms. Wheeler replied that this was an oversight and that she will send out that report.

Chris Naizer (Friends) asked questions about safety at Amity House, especially due to its proximity to the upper lake, stating that she hopes provisions will be made for water safety. She said that the police department creates reflective signs which could be used for warnings during emergencies. Mr. Piepsny said that this will depend on the inspector's list of requirements. She also asked if an AED will be placed in Amity House; Mr. Piepsny replied that he is not sure yet. He said that he recently spoke with Cintas regarding this, and that it might be a good idea.

Pat Norris (resident) read a letter that he had sent to the board. The letter is attached to these minutes.

Sandy Norris (resident) said that she has been on the TLC cleaning crew for about seven years and previously had access to hot water in The Lodge to wash up after their chores. She requested a key to the Lodge restroom. A brief discussion with Mr. Piepsny followed.

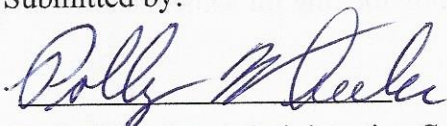
Adjournment:

MOTION by: Mr. Lyons, seconded by Mr. Wehner, to adjourn the meeting.

MOTION PASSED: Vote taken by voice, which was unanimous.

Meeting adjourned at 7:18 p.m.

Submitted by:



Polly Wheeler, Administrative Coordinator

Accepted by:



Anita Gantner, Board Chairperson