



## **Regular Meeting**

**March 17, 2025**

**Call to Order:** The Board met in person in Council chambers at Richfield Village Hall. The meeting was called to order at 6:30 p.m. by Anita Gantner, Board Chair.

### **Pledge of Allegiance**

### **Roll Call**

**Present:** Anita Gantner, Michael Lyons, Steve McPeake, Holly Price, Mike Selig, Dave Wehner

**Excused:** Mark Robeson

**Also in Attendance:** Volunteer Coordinator/Recreation Programmer/Acting Park Director Susan Czaplicki, Administrative Coordinator Polly Wheeler, and about 20 additional attendees, plus several by Zoom

## **Regular Meeting**

### **Minutes**

Minutes of February 24 Special Meeting were approved as submitted. Minutes of February 24 Regular Meeting were tabled until April regular meeting.

### **Standing Committee Reports**

#### **Governance**

No meeting has occurred since the last board meeting. The next Governance meeting is scheduled for Wednesday, March 19 at 6pm.

#### **Grants & Fundraising**

No meeting has taken place since the last board meeting. The second Trails public meeting was held on March 10. The Accessible Trails grant application was submitted on March 14. The committee expects to receive a decision this fall regarding the grant.

### **Administration Report**

Ms. Czaplicki distributed the Director's report and stated that it stands as submitted.

### **Treasurer's Report**

Mr. Wehner reported that, as of February 28, the balance in the bank was \$520,000. Outstanding checks and adjustments totaled \$10,000, leaving available cash of \$510,000. This includes \$184,000 in the bond fund and \$326,000 in all other funds.

Cash inflows for the month of February were \$10,000: \$1,000 in donations; \$8,000 in Lodge rental; \$1,000 in miscellaneous, programming and cell tower revenue. This represents 2% of the budgeted operating fund, 7% of the budgeted Lodge fund, and 0% of the budgeted bond fund.

Cash outflows for the month of February were \$25,000: \$7,000 payroll related; \$1,000 professional legal services; \$2,000 repairs and maintenance; \$3,000 utilities; \$4,000 printing (primarily the

program guide); \$1,000 contract services; \$2,000 supplies; \$3,000 commission. This represents 14% of the operating fund, 17% of the Lodge fund, and 0% of the bond fund.

## **New Business**

### **Oviatt House Capital Campaign**

Ms. Tricia Steiner gave a review of the information packet supplied to the board regarding the Oviatt House Capital Campaign. This included the campaign logo and marketing materials. She also thanked the board and the community for their support.

Ms. Price asked what kind of due diligence the group did on the website Give Butter for their fundraising. Ms. Steiner said this option has been removed from the plan due to fees and lack of need for the software.

**MOTION:** Mr. McPeake moved to approve Resolution 05-2025: A Resolution to Authorize, Approve, and Support Oviatt House Incorporated's Open the Doors to History Capital Campaign; Mr. Lyons seconded.

Discussion: None

**MOTION PASSED:** Ms. Gantner (yea); Mr. Lyons (yea); Mr. McPeake (yea); Ms. Price (yea); Mr. Selig (yea); Mr. Wehner (yea).

### **Trail marker presentation**

Ms. Czaplicki showed the board examples of trail markers to demonstrate potential materials and general design. Different colors will be used for the trails. The larger, 18"x12" trail signs would be HDPE (high density polyethylene), and the smaller 3"x3" trail markers would be metal circles or squares with a flat surface (not embossed) and the corresponding trail icon printed on each one.

Ms. Price asked about the quantities of signs planned and how they would be used. Ms. Czaplicki briefly outlined how and where the signs would be used. Ms. Price also asked if there is a trails group. Ms. Czaplicki replied that a trails group worked on this project for two years and asked Ms. Wheeler to forward the trails report to the board.

Mr. Lyons asked what the design of the signs will be and said he would like to see it. He said that a style for park signage should be created while doing this project and commented that Revere High School art teacher Bob Pierson might be interested in making the design as a student art project.

Mr. Wehner asked for a park map indicated where signs would go.

## **Old Business**

### **Cuyahoga Valley Career Center Contract**

The Cuyahoga Valley Career Center (CVCC) contract needs a correction to take out the word "not" in the paragraph outlining any student discipline. Ms. Gantner questioned the liability if a student or supervisor damages something, whether the supervisor makes repairs, the insurance covers it, or what else may need to be done. Mr. Lyons said that each situation would be different, but the board does not need to be too concerned about this since the students are not compensated.

Ms. Czaplicki gave the background on the process for CVCC work done on the park office. She reported that supervisors were on site with the students at all times, the students learned a lot, and permits were acquired before any work was done. She said that it was a very good process.

Ms. Price said that the over-arching agreement makes sense. Each project will need to be clearly defined so that there are clear outcomes and goals. She asked if the CVCC board has signed the contract, which Ms. Gantner said that they had.

**MOTION:** Mr. Wehner moved to approve the contract with CVCC as corrected; Mr. McPeake seconded.

Discussion: None

**MOTION PASSED:** Mr. Lyons (yea); Mr. McPeake (yea); Ms. Price (yea); Mr. Selig (yea); Mr. Wehner (yea); Ms. Gantner (yea).

### **Buckeye Trail Association agreement to move portion of trail**

Mr. Selig reported that any time RJRD or Buckeye Trail Association (BTA) plans to move or relocate any portion of the Buckeye Trail, that needs to be conveyed to the each other in writing. Conversations have been had between the parties already, regarding moving the trail off the main driveway, south into the woods, as well as replacing the Upper Lake pedestrian bridge over the dam. This is part of the grant received last year by the board. The letter presented to the board formalizes the board's intent to make these changes and confirms it with the Buckeye Trail Association.

Ms. Price asked about the comment by a BTA member at a previous meeting regarding issues with the plan. Ms. Gantner reassured the board she had a conversation with that individual, and he is quite supportive of the plan, now that he better understands that portion of the presentation.

### **Professional Services Pricing for Engineering and Construction Bid Specs**

This refers to the engineering needed for work to be done through the State Capital funding. The engineering is necessary before paving or other work is to be done.

Ms. Price asked if anyone except Mr. Piepsny had conversations with the engineering firms. Ms. Gantner replied that she did not, nor did any other board member, as far as she knows. Ms. Price said that the proposal does not include all potential services needed, and she wondered what the out-of-scope services that will be required might cost, including a site survey. She wants to be sure that the board is aware of anything outside of the fixed fee.

Mr. Selig said that the project should not require the list of things that are shown not to be included. A survey should only be needed of the driveway in its current form. Mr. Selig further stated that the push to approve this contract was to get started so that the driveway could be paved this year, but the paving will likely be delayed so that the crane needed to install the new pedestrian bridge will not damage the freshly paved driveway. The paving will be done after the installation of the bridge. He said that approval could wait until more information is received.

Ms. Price asked to see a schedule of the repairs and improvements that are expected to be done on this project. Mr. Selig said that this could be provided after Mr. Piepsny returns from vacation. Ms. Gantner said that the question will be delayed, and hopefully another engineering quote could be obtained.

Mr. Lyons asked if the capital funding has an ending date for expenditure. Mr. Selig said that he believes it is Dec. 31, 2026. He feels that doing the driveway at the beginning of 2026 still keeps the project within the two-year timespan, and the amount of money that remains at that time will be known then.

### **Recent work done by Friends**

Ms. Gantner said that the Friends stated in their report that they would like to move the old, broken concrete from Garfield and put it into the old pool. She said that this would need to be coordinated with the Ohio Operating Engineers.

Ms. Gantner requested that the Friends not do any work on marking the water lines in the park. Licenses are needed for this kind of work, the existing black pipes are not approved to carry potable water, and more planning is needed for this major project. She said that this is also true for the gas line to Coach house and North House. Ms. Corey Ringle said that the Friends have a donor who offered to pay for the repairs to the line and the furnace in North House so that the home can be heated, properly dried out to avoid further damage, and repaired. Ms. Gantner thanked the Friends, asked them to thank the donor, and said that the board can take up this topic for consideration.

### **Friends Programs**

Ms. Gantner mentioned the programming that the Friends requested to provide in the park. She said that the board has been remiss in not having a policy for programming in general, but the Governance Committee has offered to take that up and outline a policy. Ms. Gantner asked the board to approve moving ahead with the migratory bird hikes in May while the other activities are under consideration. She said that the Friends can do the bird hikes.

Ms. Price brought up the invasive species removal project and reminded the board that, in May 2024, the board made this a park project rather than a Friends project, so all work of this type would be done through the volunteer coordinator. Ms. Gantner recognized Ms. Lynn Richardson from the floor and allowed her to comment. Ms. Richardson stated that she was advised by Mr. Piepsny that the project was to be implemented through Chris Moore, maintenance supervisor, and she has had good discussions with him. Other outside groups wishing to contribute have been sent to Ms. Czaplicki.

### **Announcements**

- 1) Submission deadline for the Youth Art Contest is March 21.
- 2) Goat Derby is coming up on May 3. Sponsors, craft fair vendors, and raffle basket contributions are still being sought.
- 3) Ohio Operating Engineers will be helping with demolition of condemned bridge at the south end of the park near the mill, as well as removing the current Upper Lake dam bridge.

### **Comments from the floor**

Ms. Gantner said that the board will answer questions as well as accept comments from the floor. She asked that all comments be limited to 3 minutes or less.

Ms. Wheeler reported that a **Zoom attendee** asked if the AllTrails map software has been considered for the park trails. She also said that the software is not always accurate, so care would need to be taken, but it is something to consider. Ms. Gantner asked if the staff believes that reasonably good measurements have been made on the trails already, which Ms. Wheeler and Ms. Czaplicki confirmed.

**Lynn Richardson** (Bedford) spoke as the Friends historian. She said that the previous meeting was difficult, although she has had discussions with Ms. Gantner since then, following review by the Friends of the board's handout at that meeting. One portion particularly dismayed the Friends, that the board feels the Friends are not accepting the park authority and viewing attempts to organize things as an insult. Ms. Gantner pinpointed the comment in the handout to clarify it and read it aloud. Ms. Richardson stated that the Friends do accept that the RJRD is in charge. She believes that the two organizations can work together, but the opposing perceptions by each side indicate that there is a problem.

**Corey Ringle** (Hawthorne Dr) reported on the Friends' progress on Garfield Hall. Replacement of the timber framing against the chimney has been completed, with an appropriate barrier to protect the timbers. She thanked the board for their permission to proceed with the Garfield Hall project.

Karen Smik (Faith Ln) objected to the characterization that the Friends do not support the RJRD programs. She listed the various things that the Friends contributed to the Goat Derby last year. Ms. Smik also asked why the reports that used to be sent out with the agenda, such as the director's report, are no longer being sent. She said that they are very informative to the public, and she enjoyed reading them. Ms. Gantner replied that those reports can be sent out [in the future].

**Action items**

Ms. Gantner asked for a motion to go into executive session. She said that no votes will be taken and there will be nothing to report following the executive session.

**MOTION:** Mr. Lyons moved to enter into executive session for the sole purpose of considering the appointment, employment, or compensation of a public employee or official; Mr. Wehner seconded.

**MOTION PASSED:** Vote was taken by roll call: Mr. McPeake (yea); Ms. Price (yea); Mr. Robeson (yea); Mr. Selig (yea); Mr. Wehner (yea); Ms. Gantner (yea); Mr. Lyons (yea).

The board entered into executive session at 7:24pm.

The board returned from executive session at 8:49pm.

**Adjournment:**

**MOTION by:** Mr. Wehner moved, seconded by Mr. McPeake, to adjourn the meeting.

**MOTION PASSED:** Vote taken by voice, which was unanimously yea.

Meeting adjourned at 8:49pm.

Submitted by:



Polly Wheeler, Administrative Coordinator

Accepted by:



Anita Gantner, Board Chair