



Regular Meeting Minutes

Monday, March 28, 2016

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

REGULAR MEETING

Call to Order:

The Regular Meeting of the RJRD Board of Trustees was "Called to Order" at 6:32 p.m. by Chairperson Mr. Dominic Cugini with Roll Call taken by the Administrator. The Pledge of Allegiance followed.

In Attendance:

Mr. Bob Becker
Ms. Kelly Clark
Mr. Dominic Cugini
Mr. Rich Fleming
Mr. Ralph McNerney
Mr. Pat Norris *(Not Present)*
Mr. Bill Taylor

Mr. Bill Hanna, Legal Counsel
Mr. Keith Shy, Capital/Public Improvements Consultant/Manager

Business:

Approval of Meeting Minutes:

Monday, February 8, 2016 Amended Work Session

Chairperson Cugini dispensed with the formal reading of the minutes and there were no changes or comments heard.

MOTION made by Mr. Cugini to approve as **amended the February 8, 2016 Work Session Meeting Minutes** as presented and reflecting the discussion under “Agenda Items for the Next Meeting.”

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Monday, February 13, 2016 Work Session:

Chairperson Cugini dispensed with the formal reading of the minutes and there were no changes or comments heard.

MOTION made by Mr. Cugini and seconded by Mr. McNerney to approve the **February 13, 2016 Work Session Minutes** as presented.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Monday, February 22, 2016 Regular Meeting:

Chairperson Cugini dispensed with the formal reading of the minutes and there were no changes or comments heard.

MOTION made by Mr. Cugini and seconded by Mr. McNerney to approve the **February 22, 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 (Not Present), and Mr. Taylor (Yea)

Monday, March 14, 2016 Work Session Meeting:

Chairperson Cugini dispensed with the formal reading of the minutes and there were no changes or comments heard.

MOTION made by Mr. Cugini and seconded by Mr. McNerney to approve the **March 14, 2016 Work Session Minutes** as presented.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Capital Projects Report:

Code Assessment Update: Mr. Shy presented the updated proposal that included the increase of the number of buildings in the assessment process. Mr. Hanna had an amended resolution that included an amount not to exceed. Action by the Trustees required a motion to amend.

MOTION made by Mr. Cugini and seconded by Mr. Becker to amend **Resolution 6-2016 from \$3600.00 to \$4000.00.**

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Mr. McNerney requested amending the list of buildings to include Oviatt and Hilltop. McNerney stated that it was reasonable to perform a code assessment on all of the buildings. McNerney stated that the cost per assessment was \$300.00 and all the buildings should be considered "saved." Mr. Cugini stated that Oviatt was on the list but Hilltop was not.

Mr. McNerney stated that his request was a motion.

MOTION made by Mr. McNerney and seconded by Mr. Becker to amend the scope of services for the code assessment to include Oviatt House and Hilltop.

DISCUSSION: Mr. Cugini stated that the motion previously passed was for \$4K and the addition of these buildings would exceed that agreement. McNerney stated that it may not happen and continued to urge for the inclusion. Clark was not in agreement to include Oviatt. McNerney stated that the cost would increase for additional assessments and it

would be cheaper to do them all at one time. Cugini questioned if there was any actual use for the building because if not, it would not be money well spent. McNerney stated it should be included due to its historical value and a few people have shown interest in the property. Becker supported McNerney stating that the inside of the building is in good shape. Becker stated that Beth Sanderson provided Becker with an architectural assessment which was the basis of supporting the motion and the future pursuit of historical tax credits for renovations. Cugini stated that the historical significance is in competition with the other Kirby buildings.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Abstain), Mr. Cugini (Abstain), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Mr. Shy stated that there was no fixed amount per building and the addition of another building is an unknown and the proposal would need to be re-reviewed by Franklin & Associates or the motion to amend would have to be increase to a much higher limit.

MOTION made by Mr. McNerney and seconded by Mr. Cugini to amend Resolution 6-2016 from \$4000.00 to \$5000.00.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (No), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Resolution 6-2016 A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter Into A Code Assessment Agreement with Franklin & Associates:

MOTION made by Mr. Cugini and seconded by Mr. Becker to adopt Resolution 6-2016 A Resolution to Enter Into a Code Assessment Agreement with Franklin & Associates in an amount not to exceed \$5000.00.

DISCUSSION:

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Mr. Shy requested that Mr. Cugini provide him a complete list of all of the buildings for code assessment.

Dams Update: Mr. Shy stated that after further discussion and analysis the scope of services from GPD needs to be modified to include both dams and lakes for assessment.

MOTION made by Mr. Cugini and seconded by Mr. Becker to modify the scope of services for GPD for the inclusion of both dams for assessment and conditions plus surveys.

DISCUSSION: None.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Another meeting will be held with GPD and a new scope of services will be brought to the full board for their formal action.

Committee Reports:

a. Budgets & Finance Committee, 2016 Chairperson Mr. Norris

No report.

b. Buildings & Grounds Committee, 2016 Chairperson Mr. Becker

Mr. Becker stated that it was brought to his attention that the Derby Day Event requires electricity at the summer barn. Becker requested that arrangements be made to get the power on. Becker stated that Summit County already “spec’d” out the requirements and there are no concerns. Becker assumed that the Administrator can just make the arrangements to get power on.

c. Communications Committee, 2015 Chairperson Mr. Taylor

No report.

d. Volunteers Committee, Chairperson Mr. Fleming

Trustee Norris cleared the path by Garfield from the fallen tree. There was broken glass by Gemini that was cleaned up. Trustee Norris locked a window from the inside because Trustee Fleming did not have a key. There is a request from Mr. Jeff DeLuca to trim and clear branches on the main entrance. It was confirmed that all volunteer requests are required to be approved by the full board. After board approval, they are returned to Mr. Fleming for completion.

Mr. Becker asserted that the trim and clearing of branches was approved in 2015 and it was not necessary to approve. Mr. Cugini stated that prior to the next meeting this will be confirmed.

e. Special Revenue Committee, Chairperson Mr. McNerney

Mr. McNerney stated that he met with EDG's new staff member for their assistance in applying for grants. It might be possible to apply for a grant this June. EDG would write the grant. Mr. McNerney was not aware if there would be a fee for this service. Trustees Cugini and Taylor cautioned the board that there is a strong possibility that there would be fees for this service.

f. Recreation Services Committee, Chairperson Ms. Clark

It was reported that RJRD in partnership with OHC is having Derby Days on Saturday, May 7, 2016.

g. Personnel & Administration Committee, Chairperson Mr. Cugini

MOTION made by Mr. Cugini and seconded by Ms. Clark to accept the Ohio Farm Bureau membership for one year from Trustee Rich Fleming valued at \$65.00.

DISCUSSION: The motion was corrected that the value was \$88.00.

MOTION made by Mr. Cugini and seconded by Ms. Clark to correct the motion, to accept the Ohio Farm Bureau membership for one year from Trustee Rich Fleming valued at \$88.00.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Abstain), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

The Chairperson expresses thanks and appreciation to Trustee Mr. Fleming for his generosity on behalf of the board.

Old Business:

Rules & Regulations: They are out for legal review and Police Department review. After this review, there will be another discussion at a work session and then formal action at the next business meeting.

New Business:

Resolution 3-2016 A Resolution Adopting Modifications to the Committee Structure and Responsibilities:

MOTION made by Mr. Cugini and seconded by Ms. Clark to adopt Resolution 3-2016 Adopting Modifications of the Committee Structure and Responsibilities and RJRD Committee Policy.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Resolution 4-2016 A Resolution Authorizing the Adoption of a General Use Agreement:

MOTION made by Mr. Cugini and seconded by Mr. Becker to adopt Resolution 4-2016 A Resolution To Adopt a General Use Agreement.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Resolution 5-2016 A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter Into Amendment No. 1 to the Agreement with Environmental Design Group, LLC Dated September 15, 2015:

MOTION made by Mr. Cugini and seconded by Ms. Clark to adopt Resolution 5-2016 A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to enter Into Amendment No. 1 to the EDG Agreement dated September 15, 2015.

DISCUSSION: The contract will be reviewed by the Board.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Resolution 7-2016 A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter Into An Agreement with Friends of Crowell/Hilaka, Inc.:

MOTION made by Mr. Cugini and seconded by Mr. Becker to adopt Resolution 7-2016 A Resolution to Enter Into An Agreement with Friends of Crowell/Hilaka, Inc.

DISCUSSION: For the record, Trustee Mr. Fleming stated that he was no longer a FOCH member or FCOH Trustee since being appointed to the RJRD Board of Trustees to avoid any conflict of interest while representing the residents of the Richfields. It would not serve the best interest of the Richfield residents if, as a RJRD Trustee, made decisions on their behalf and at the same time serving for FOCH.

Mr. Fleming requested clarification regarding the signatures on the agreement [Chairperson and Treasurer] and it was stated that it is in accordance with the RJRD Bylaws.

Mr. Fleming requested clarification regarding the language as it applied to FOCH and the work plan and Mr. Hanna stated that the work plan is a list of work that will be jointly developed annually. The language in the agreement is typical of other friend's agreements. Trustee Mr. Fleming opined that the work plan should be initiated by RJRD. As a matter of principle, Mr. Fleming stated that actions and needs for the park should come from the Board and not outside groups. Mr. Hanna stated that the agreement includes language to Mr. Fleming's concerns and it was important for the Chair as the annual work plan is developed.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (No), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Resolution 8-2016 A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter a Memorandum of Understanding with the Buckeye Trail Association, Inc.:

Mr. Cugini stated that there was some late information regarding the MOU and requested Mr. Becker to provide an update. Mr. Becker stated that there was a number of concerns by the Board that were addressed by BTA. One item that will need to be addressed is the matter of manual egress out of the park. BTA has a reservation system that includes hikers on the property and it will need to be accessed by RJRD to obtain that information. BTA does not initiate any reservation information to RJRD. Mr. Becker elaborated on the camping issue that included the use of fire rings.

The agreement was distributed by Mr. Hanna to the Board. Gates would be installed and maintained by the Buckeye Trail. Mr. Hanna stated that the agreement states that RJRD and BTA will work on the camping issue and it will be consistent with the RJRD rules and regulations and the master plan.

Mr. Hanna stated that the agreement addressed the concerns by the Board and adoption of the resolution was ready. Mr. Cugini stated that the trail identification would not include marking of the trees but rather the use of carsonite posts. Mr. Becker suggested that the

motion to adopt the resolution incorporate the trail signage and use of the trail and Mr. Hanna stated that the agreement “substantially and in accordance of the agreement” protects RJRD from the concerns as discussed.

MOTION made by Mr. Cugini and seconded by Mr. Becker **to adopt Resolution 8-2016 A Resolution to Enter Into a Memorandum of Understanding with the Buckeye Trail Association, Inc.**

DISCUSSION: None.

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Cugini (Yea), Mr. Fleming (No), Mr. McNerney (Yea), Mr. Norris (Not Present), and Mr. Taylor (Yea)

Comments from the Floor:

The Chair recognized Ms. Hanigosky. Ms. Hanigosky requested the details about the committee modifications and Mr. Cugini stated that the information can be obtained through a public records request and there are also the meeting minutes posted on the RJRD website. Mr. Cugini stated that additional information will be discussed at the public meetings but in general Mr. Cugini encouraged any of the public to make public records request for information through the Administrator. Electronic mails are accepted for public records requests.

The Chair recognized Ms. Lynn Richardson. Ms. Richardson expressed thanks and appreciation to the Board for their approval of the FOCH agreement and looks forward with working with RJRD.

The Chair recognized Mr. Pat Hayes. Mr. Hayes, BTA, expressed thanks and appreciation to the Board for their approval of the Memorandum of Understanding. Mr. Hayes addressed the issue of camp fires and stated that BTA does not believe in camp fires.

Action Items and Agenda Items:

Work Session, April 11, 2016, 6:30 p.m.

Mr. McNerney requested a meeting following the work session to approve the LL Bean agreement. Mr. Cugini stated that as long as all of the necessary paperwork was in order it would be added to the agenda.

GPD and dam proposal.

Cleanup activities for the park.

Increase security at some of the buildings.

Presentation on Urban Forestry.

Committee Structure

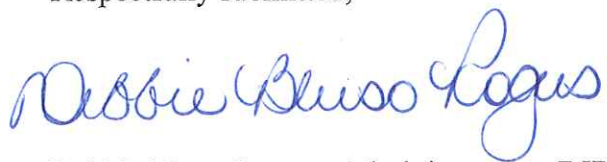
WWTP and toilet facilities.

Regular Meeting, April 25, 2016, 6:30 p.m.

None stated.

Adjournment at 7:50 p.m.

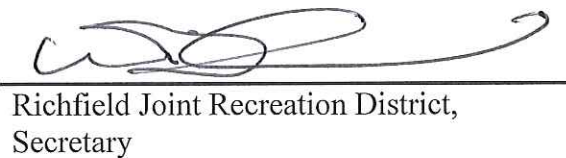
Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board



Richfield Joint Recreation District,
Chairperson



Richfield Joint Recreation District,
Secretary