



Regular Board Meeting

Monday, April 23, 2018 6:30 pm

(Meeting held at the Richfield Masonic Hall)

Call to Order: Meeting was called to order at 6:30pm by Chairman Bob Becker.

Roll Call: Sandy Apidone, Bob Becker, Jeff DeLuca Pat Norris, Meg Slifcak, Bill Smith, Ralph Waszak
Administrative Coordinator, Judy Soroczak

Work Session

Park Office - Meg Slifcak

- Ms. Slifcak requested an additional two-thousand dollars to be certain there was no cost overage.

Lower Lake Dam Design - Ralph Waszak

- Mr. Waszak advised at this time the ODNR does not allow a Design Build contract.
- The proposed use of articulated concrete block for armoring a dam has never been done in Ohio.
- The current emergency spillway is eroding.
- Request for emergency resolution to have Gannett Fleming handle entire project, requesting for the project to be done in two phases (armoring and spillway concrete repair).

Sewer/WWTP - Ralph Waszak

- Design should be completed by June 1, 2018
- Three options were presented calling for a decision to be made on extensiveness of work to be done on system at this time for operation.
- Motion and recommendation was made from Capital Projects meeting on April 23, 2018 for Option 2. Rehab all sewer defects that have been made aware of, repair manholes.
- The system was built in the 1940s.

Partner -Memorandum of Understanding (MOU)

- Mr. Becker suggest terms be extended 3-5 years.
- Work plans will/should be developed as needed.

REGULAR MEETING

Approval of Minutes: Still Pending

Standing Committee Reports

Governance

- Fiscal Officer approved; will take the state of Ohio's UAN- Uniform Accounting Network training.
- The RJRD will host a lunch for the CVCC students the last day of class on May 7 at the park.
- Revere Fifth Grade Girl Scout troop to plant flowers at Park Office for Bronze Award project.

Motion made by Ms. Slifcak second by Mr. Waszak to approve an advance of \$2,000 from the Capital budget for the Park Office.

Discussion: None

Motion Approved Vote taken by voice Aye-Unanimous

Park Operations

- Mr. DeLuca gave an update of maintenance happenings at the park
- Thank you given to Mr. Luther for his repair of the Gund Hall column.
- Meeting with Overhead Door regarding needs for Oviatt Road gate installations.

- Met with RAM Construction regarding waterproofing at Kirby House, RAM specializes in historical and restoration waterproofing.
- Kirby architectural shingle to replicate slate shingle.
- Power is on in at south end of park
- Mabel Smith steps and ramp Eagle Scout project completed

Park Services

- New signage made by Volunteers to utilize boards of old sign with updated information utilizing repurposed wood from tent platforms within park.

Capital Projects

- Suggesting consistency in voting of Advisors among committees

Special Committee Reports

FundRaising Committee

- Announced Cynthia McWilliams and Lynn Richardson are Advisors
- FoCH interested in historic structures stabilization plan to be run by FoCH

Ad Hoc Task List Committee - No Report

Administration Report - Attached

Volunteer Coordinator Report - Attached

Treasurer's Report Attached

Special Orders - none

Executive Session

Motion by Mr. Smith, second by Mr. Norris to move into Executive Session to consider the compensation of a public employee per ORC 121.22(g) at 8:03 pm

Motion Approved Vote taken by Roll Call : Yes- Unanimous

The Board returned from Executive Session at 8:25 pm by motion to reconvene made by Mr. Smith second by Ms. Apidone.

Motion Approved Vote taken by Roll Call in Executive Session Yea - Unanimous

Unfinished Business

American Tower Agreement: BACKGROUND INFORMATION We were approached last year by American Tower, the agent for GP Towers IV, LLC, the Delaware limited liability company which is the successor-in-interest to AT&T Wireless PCS, LLC, as the tenant under the cell tower lease originally dated July 31, 1996, between AT&T Wireless and Girl Scouts of Lake Erie Council, affecting the southwestern corner of the Richfield Heritage Preserve (the "Park"). American Tower advised us that there were no current users of space on the tower, and requested a temporary rent concession (to \$612.16 per month) and an extension of the lease term to permit it to market the tower space. The rent concession would terminate once a user is found for tower space, and the RJRD would, after a second user is found for tower space, be entitled to receive fifteen percent (15%) of the second (and any subsequent user's) tower rent. The Board had tentatively approved the requested concession on the condition that American Tower afford the Board the right to install communications or security devices related to the operations of the Park on the tower, subject to customary technical requirements but free of rent or similar usage charges. American Tower had initially demurred, and negotiations were concluded. Several weeks ago, American Tower advised me that they would agree to our condition, and revised the lease amendment to include language permitting our use of the tower for the purposes and on the terms described above.

Motion by Mr. Norris second by Ms. Apidone to pass Resolution 08-2018 to amend the American Tower lease

RESOLUTION NO 08. -2018

A RESOLUTION AUTHORIZING THE RICHFIELD JOINT RECREATION

DISTRICT TO AMEND CELL TOWER LEASE

WHEREAS, the Board of Trustees of the Richfield Joint Recreation District has concluded negotiations with American Tower, as agent and representative for GTP Towers IV, LLC, the Delaware limited liability company which is the successor to AT&T Wireless PCS, Inc., the tenant under the cell tower lease (the "Lease") affecting property at the southwest corner of Richfield Heritage Preserve (the "Park") and originally dated July 31, 1996; and

WHEREAS, the terms of the amendment include (a) the temporary reduction of monthly rent under the Lease to \$612.16 per month, continuing until such time as the tenant secures a user for space on the tower (and increasing, in any event, by fifteen percent (15%), on March 22, 2022, and at five year intervals thereafter), at which time monthly rent will increase by the sum of \$262.25; (b) giving the tenant additional, optional, five (5) year renewal terms which, if exercised, could extend the term for thirty years after its scheduled expiration in February, 2027, (c) increasing rent payable under the Lease by an amount equal to fifteen percent (15%) of the rent payable by the second and each subsequent user of space on the tower (and establishing procedures necessary for the calculation and verification of such additional users and additional rent), and (d) permitting the Board to have access to the tower, free of rent or other usage charges but subject to customary operational requirements applicable to all other tower users, for communications or security devices useful for Park operations, following the date on which a commercial user for tower space is secured by the tenant.

BE IT RESOLVED by the Board of Trustees of the Richfield Joint Recreation District, County of Summit, State of Ohio:

SECTION 1. That the Board of Trustees authorizes the Chairman or any Trustee designated by the Chairman to complete the amendment of the Lease on the terms described above by signing the Third Amendment to Option and Site Lease Agreement in the form attached as Exhibit A to this Resolution, and by taking such other actions consistent with the foregoing that the Chairman or such Trustee may determine to be necessary or appropriate in connection therewith.

SECTION 2. That this Board finds and determines that all formal actions of this Board concerning and relating to this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public in compliance with applicable law.

Discussion: None

Motion Approved Vote taken by roll call: Yea - Apidone, Becker, DeLuca, Norris, Slifcak, Smith, Waszak

New Business:

Motion by Mr. Waszak, second by Mr. Smith to have Gannett Fleming contracted for a two phase; engineering and design plan.

Discussion: Mr. Hardy was consulted for advisement to build resolution into the contract

Motion Approved: Vote taken by roll call: Yea - Apidone, Becker, DeLuca, Norris, Slifcak, Smith, Waszak

Motion by Mr. Waszak, second by Mr. DeLuca to approve the sewer system applications to rehabilitation of all observed sewer defects for \$105,000.

Discussion: None

Motion Approved: Vote taken by Voice Aye-Unanimous

Motion by Mr. Waszak, second by Mr. Smith to enter into 2018 agreement with FoCH Inc. in accordance with the terms put before for five years to accept work plans as set in previous areas-especially invasives species.

Discussion: None

Motion Passed: Vote taken by Voice **Aye-Unanimous Abstained - Mr. DeLuca**

Partner Reports -

FoCH Report attached

OHC-Working on trail sign placement, OOE tentative to start parking lot date is June 1, Request for signage at the Summer Barn gate on Oviatt Road

OOE - Mr. DeLuca to meet with OOE to discuss and start Amity House culvert

WRLC - Request to assist in promoting the WRLC

Adjournment

Motion to Adjourn by Mr. Norris, second by Ms. Apidone

Motion Approved

Meeting Adjourned

Submitted by:

 Date 8-27-18
Judy Soroczak, Administrative Coordinator

Accepted by:

 Date 8-27-18
Bob Becker, Chairman

Richfield Heritage Preserve Volunteer Coordinator Report April 23, 2018

1. Logged approximately 1044 volunteer hours since January 2018. In contrast, by this time last year, we logged approximately 328 volunteer hours
2. Cut fallen trees near the gas cut and main road and moved wood to the sawmill
3. Installed 3 wayfinding sign posts
4. Moved wood from Far Away Pines and Adirondacks Storage shed demos to storage
5. Assisted with Park Office Renovation:
 - Assisted with insulation installation
 - Cleaned
 - Cleaned and prepped duct work for painting
6. Documented the condition of rentable shelters
7. Cleared the fence line near the Oviatt Road entrance gate
8. Assisted with Buckeye Trail clearing
9. Cleaned and organized Pack Out Building
10. Working on Pack Out Building inventory
11. Painted picnic tables at Amity, Adirondacks, High Lea, Gund and also painted the Gund latrine door

High School Service Hours:

- A High School student completed her service hour requirements at the park

Guest groups:

- NEOOC cleared both sides of a portion of the fence line near the Park Office.
- Boy Scout Troop 810 cleared a portion of the Oviatt Road fence line from the Summer Barn gate heading south.
- Cub Scout Pack 3387 removed sticks and raked around the High Lea latrine. They also cleared a portion of the Oviatt Road fence line from the Summer Barn gate heading north.
- Boy Scout Troop 421 from Fairview Park installed the Blue Bird Houses with Jeff Deluca

Submitted by Susan Czaplicki

Subject: Treasurer's report for March, 2018

The Financial Reports stand as submitted to each of you earlier in the month.

Our beginning total cash balance for the month of March, 2018 was \$3,348,392.00. Total revenues for the month were \$125,429.00. Expenditures totaled \$87,000.00, leaving an ending total cash balance of \$3,386,633.00.

Details of changes in the cash position are as follows:

General Fund Revenue totaled \$36,723.00, consisting of \$35,444.00 from a real estate tax advance, \$875.00 in cell tower revenue, interest income of \$254.00, and rental income of \$150.00.

General Fund Expenditures totaled \$17,718.00, consisting of \$6,693.00 in repairs and maintenance, payroll expense of \$3,370.00, utilities of \$1,095.00, computer equipment and supplies of \$248.00, office expenditures of \$1,194.00, and State Auditor fees of \$3,968. The balance is made up of smaller items like office expense, payroll services, miscellaneous contracts and payroll services. There are encumbrances of \$15,910.00 for legal services, repair and maintenance, payroll services, office expenses, computer equipment, dues and subscriptions, program supplies, computer equipment and miscellaneous charges that are known but not yet paid.

Revenue for the Capital Improvement Fund was \$-0-. Expenditures for this fund were \$69,469.00, consisting of payments to FMD Architects for \$5,139.00, and facility improvements for \$64,330.00. There are encumbrances of \$87,777.00 in this fund for various contract services incurred but not yet paid.

Revenue for the Bond Retirement Fund was \$88,706.00 from a real estate tax advance. Expenditures for this fund were \$-0- for the period.

There are no extraordinary items to report.

This concludes my report for March.

Respectively submitted,

Charles P. "Pat" Norris, CTP
330-659-0595