



Regular Board Meeting

Monday, June 25, 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: , Bob Becker, Pat Norris,, Bill Smith, Ralph Waszak, Administrative Coordinator, Judy Soroczak
Delayed arrival: Jeff DeLuca 6:32 pm Excused Absences: Sandy Apidone, Meg Slifcak
Bill Hanna, RJRD's outside counsel, was also present.

Work Session

- Richfield Fire Department Update - Equipment visit showing ATV and Grassfire Truck conversion. Chief McLean explained the capabilities and access the new equipment will make available, and mentioned that the Incident Action Plan will be revised based on the new equipment.
- Ropes Course - Mr. DeLuca explained motion to have volunteer KSU student Josh May to begin removal process of ropes course.
- FoCH Case Statement - FoCH looking for feedback from Board regarding case statement in order to have appropriate approach for grants.
- Administrative Coordinator - Mr. Becker discussed with Board the need to increase the average weekly hours for the current position along with a prospective increase, of \$0.50 per hour.

REGULAR MEETING

Approval of Minutes:

Motion made by Mr. Smith, second by Mr. Waszak to approve the March 10, 2018 Special Meeting minutes.

Discussion: None

Motion Approved: Vote taken by voice Aye-Unanimous

Motion made by Mr. Smith, second by Mr. Waszak to approve the March 26, 2018 Regular Board Meeting minutes.

Discussion: None

Motion Approved: Vote taken by voice Aye-Unanimous

April 23, 2018 and May 13, 2018 minutes: pending

Standing Committee Reports

- Governance - No Report
- Park Operations - Mr. DeLuca shared an update on the new roof work being done on many of the buildings. Our Maintenance Technician (MT) has been working on updating restrooms. Thanks was given to our new MT and to all the volunteers who have been working throughout the park and on the Park Office renovation. Summer Barn gate has been installed with operation hours and procedures under review. OOE to do work on culverts and working on roads at Hill Top House and Garfield Hall. Lower Lake lowering in process in preparation for dam chute repair and gate opening work.
- Park Services - No Report
- Capital Projects - Mr. Waszak stated that the WWTP plans are being submitted to the EPA for approval, Gannett Fleming is studying the hole in the dam spillway.

Administration Report - Attached

Volunteer Coordinator Report - Attached

Treasurer's Report Attached

Motion made by Mr. Norris, second by Mr. Waszak, to increase the administrative coordinator average weekly hours from 20 to 25 hours per week and to increase the compensation for that position to \$17.50 per hour.

Discussion: None

Motion Approved: Roll Call vote taken Yea-Unanimous

Motion by Mr. Becker, second by Mr. DeLuca to approve removal of climbing course located in Clean Ohio area by Kent State student Josh May. All removed materials will be scrapped with the exception of the hand holds on the climbing wall. These will be stored at the property for possible repurposing at a future date.

No Discussion

Motion Approved Vote taken by voice: Aye-Unanimous

Partner Reports -

Foch Report - Attached

OHC-Molly Eastwood advised of trail work being done

Next Meeting scheduled for July 23, 2018 at 6:30pm

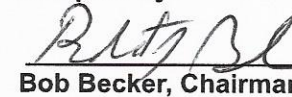
Adjournment

Motion to Adjourn by Mr. Norris, second by Mr. Waszak
Meeting Adjourned at 7:37 pm

Submitted by:

 Date 10-25-18
Judy Soroczak, Administrative Coordinator

Accepted by:

 Date 10/25/18
Bob Becker, Chairman

Administration Report

June 25, 2018

By: Judy Soroczak

Payment of \$475.00 was received from Midwest Native Indian Skills, Timbernook check for June programs is enroute. This differs from last year where an amount was paid up front based on a Flat rental cost instead of this years cost, which is based on a percentage of the class cost and number of attendees.

-Gund Hall Certificate of Occupancy permit extended to June 2019.

-Most Koorsen Fire Extinguishers have been inspected and filled as needed the first week of June.

Please advise of number and location of any extinguishers found without a 2018 inspection tag.

-Renewal of Dam Operation permit has been submitted

First Energy has been on the property to:

Mark Ash Trees with a blue x near wires and buildings of concern.

Check the concrete pads of High tension lines going through the property

Verified by the Summit County Zoning Department the Oviatt Road Summer Barn address is:

2445 Oviatt Road.

Park Services would like to announce the date of Sunday, October 28th for the 2018 Trick or Treat on the Trail, anyone interested in assisting can contact Nichole Houze, PS Advisor at nicholehouse@gmail.com.

Questions: Community Day Participation? Fee \$1.00 Deadline next week.

RQ to do joint booth with FoCH once again this year: Event August 12th.

More Eagle Scout interest is prompting an action plan to coordinate procedures with working with them on a regular basis. Ralph Waszak jr has agreed to assist with this effort along with Jeff DeLuca and possibly a team of mentors made up of volunteers to assure projects are done correctly and share time commitment. CVNP Park Ranger Baker has offered to speak to mentors and the RJRD sharing his experience in working with Eagle Scouts.

David & Carol Wolfe wrapped up Akron University presenting to the RJRD a full dissertation and power point of their findings of 4 wetlands at the preserve. Viewing of the binder can be available tonight and will become a reference point for the RJRD and public. They will be guest speakers at an upcoming FoCH meeting.

New accounts with: Sherwin Williams 35-40% savings
Staples (independent of Village)

Reminder -Finance needs to be made aware of any encumbrances upon Board passage of allowance and referenced when processing of any invoices from these allocated funds..

What are the Trustees most interested in learning about from the AC report?

#'s of emails, Call types, new events, new interest, conflict, infrastructure updates,

Partner request?

Volunteer Coordinator Report June 25, 2018

- Installed Oviatt Road entrance signs
- Added address numbers to Broadview Road entrance sign
- Toured the park with 2 Boy Scouts to discuss Eagle Scout Project options
- Cleaned and swept Gund
- Assisted with taping and mudding the Park Office drywall
- Vacuumed the Park Office
- Primed and painted the Park Office's interior walls
- Cleaned the Park Office gutters
- Prepped Park Office exterior: scrapped, applied caulk, and foam
- Stocked firewood at High Lea
- Installed wayfinding sign posts near North, Gemini, High Lea, and the Summer Barn
- Installed wayfinding signs near North, Garfield, and the Gas Cut.
- Continued clearing the fence line along Oviatt Road
- Hinckley Boy Scout Troop 520 cleared brush and trees surrounding the Waterfront latrine for their service project.
- Weeded, and cleared brush and limbs at Kirby.
- Moved the cinderblocks from Hickory Hill to storage
- Started removing the platform tents at Wonken Tonken
- Installed caution tape around the Lower Lake's perimeter
- Started prepping Wayside Shelter for painting

Submitted by Susan Czaplicki

Subject: Treasurer's report for May, 2018

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

Our beginning total cash balance for the month of May, 2018 was \$3,422,655.00. Total revenues for the month were \$4,993.00. Expenditures totaled \$232,501, leaving an ending total cash balance of \$3,195,147.00.

Details of the changes in the cash position are as follows:

General Fund Revenue totaled (\$17,275.00), consisting of a \$20,000.00 transfer from Operating Income to Capital Income to properly reflect the recent contribution from FoCH to support the Park Office renovations. We received \$897.00 in Real Estate Tax Rollback revenue, \$875.00 in cell tower revenue, rental income of \$650.00 and interest income of \$292.00.

General Fund Expenditures totaled \$14,168.00, consisting of the following detail: \$3,946.00 in repairs and maintenance, and \$6,258.00 in payroll expense. Utilities for the month were \$567.00, legal and consulting services were \$2,171.00, computer supplies and other office expense totalled \$1,013.00. There are encumbrances of \$32,736.00 for legal services, state audit fees, insurance, signage, repair and maintenance, payroll services, office expenses, computer equipment, and miscellaneous charges.

Revenue for the Capital Improvement Fund was \$20,000.00 reflecting the transfer noted above. Expenditures for this fund were \$49,595.00, consisting of facility improvements of \$28,289.00, and architectural services of \$21,306.00. There are encumbrances of \$64,462.00 for various contract services, engineering services and recreation facility expenses incurred but not yet paid.

Revenue for the Bond Retirement Fund was \$2,267.00 from a real estate taxes. Expenditures for this fund were \$168,738.00 for the semi annual interest expense on the outstanding Bonds.

Our Auditors, Charles E. Harris and Associates, have completed their audit and are about to submit it to the Auditor of State. The audit is considered to be preliminary until it is approved and released by the State Auditor's Office. Release of an audit of our small size is often rather quick, but not guaranteed.

Work continues on the Preliminary Offering Statement for the refunding of our Bonds. RBC Capital Markets has been selected as Underwriter. As soon as the audit is released we will be setting up a conference with Moody's Investor Services to present our case to them, discuss their questions and move along with the rating process.

Pricing of our bonds may not happen until mid to late July.

This concludes my report for May.

Respectively submitted,

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

TO: Trustees

FROM: Park Services Committee

RE: Request to take down climbing course for safety reasons and it is also in clean ohio area. To have Josh May to work on it for his college project for Kent State

Date: June 25,2018

ACTION BEING REQUESTED	TYPE OF REQUEST
Motion	Approve

BACKGROUND INFORMATION

To take down the climbing course for safety reason and also it in clean ohio area .We also like Josh May to work on it for his college project for Kent State.

OTHER CONSIDERATIONS

N/A.

BOARD

Motion to approve.

COMMITTEE RECOMMENDATION

Park Service committee

OTHER STANDING COMMITTEE ACTION ITEMS

N/A.

LEGAL

N/A.

EXTERNAL COMMUNICATIONS

N/A.

OPTIONS

N/A.

BOARD ACTION BEING REQUESTED

Consider passage of motion below.

MOTION TO APPROVE

Move to approve removal of climbing course located in Clean Ohio area by Kent State student Josh May. All removed materials will be scrapped with the exception of the hand holds on the climbing wall. These will be stored at the property for possible repurposing at a future date.