



**Regular Meeting with Work Session
August 24, 2020**

Call to Order: The Board met virtually due to the COVID-19 pandemic per House Bill 197. The meeting was called to order at 6:30 p.m. by Bob Becker, Board Chairperson.

Roll Call: Bob Becker, Cindy Lombardo, Jeff Deluca, Pat Norris, Sandy Apidone, and Maureen McGinty, Art Gonzales

Also in Attendance: Administrative Coordinator Mindy Remec, and approximately 32 attendees.

Work Session

Gund Restrooms and Water Wells Update:

Wells are completed and water is running.

Phase II Contract Extension:

Gannett Fleming is requesting a motion to extend the contract for Phase II work. The new end date would be December 31, 2020.

Kirby House Storage:

Mr. Deluca spoke about storage issues at Gund Hall and asked for board approval for FoCH to use Kirby House as a storage area for their material. Questions from the board included asking if everything would be removed from the Gund Hall kitchen, how many rooms would be used at Kirby House, and insurance coverage of items being stored. Mr. Deluca answered that unless something is needed at Gund Hall it would be moved to Kirby House and that FoCH would use the back room of Kirby House and also the garage. He added that RJRD insurance would cover stored items. Ms. Ringle commented on the helpfulness of having a space at the park and the FoCH also has insurance.

Historical Tax Credits:

Ms. Meg Slifcak detailed the process to apply for state historic credits, which will not be impacted by state budget cuts. She said it would be a lot of work and spoke about the multiple steps, potential projects, and people needed to complete the application. Questions from board members and attendees included: whether matching funds are needed, whether the board needs to commit to the project before funding is guaranteed, and concern with who would take on the work and the time commitment. Ms. Slifcak said that there is a matching component to the grant and that the board would need to be fully committed to the project. She also stated that third-party professionals and a park director would be needed to complete the work.

Park Director:

Ms. McGinty reported that there was a very good pool of applicants for the Park Director position. Three applicants will be chosen for initial interviews with the search committee. Of those three applicants, one or two will be selected to bring to the board for consideration. Comments and discussion from the board and attendees included the changes made to the posted position, access to submitted resumes, the desire to have two final candidates for the board to interview, and the desired start date.

Amity Porch:

Ms. McGinty introduced discussion of renovating Amity House into a three-season shelter. She spoke about the need for an accessible picnic area for the visitors. Comments and discussion included structural repairs needed on the southeast corner of the building, handicap accessibility, cost for the work, and access to water. Further discussion was referred to Park Services and Park Operations.

Mill Restoration Project:

Ms. Ringle reported receiving drawings from an architect. The Capital Projects Committee has approved the drawings and have recommended them to the RJRD board. FoCH is asking for approval from the board before the drawings can be sent to the Ohio History Fund. Once approval is received from all involved it can be sent back to the architect for final drawings. Ms. Ringle spoke about areas of the drawings that need revision.

Oviatt House:

Mr. Deluca said a proposal was received from the "Save the Oviatt House" group. He asked Ms. Judy Bowman to speak about the proposed plan. Ms. Bowman spoke about the proposed timeline and plans for work on the building to make it a scene setter for the park. Ms. Slifcak spoke about the fundraising efforts. Comments and discussion by the board and attendees included having an independent party evaluation, historical significance of the building, support of the community, and possible dilution of fundraising for other campaigns. Trustees discussed taking action at this meeting. Board consensus was to add it to the next meeting agenda.

Public Comments on Work Session:

Ms. Beshara commented that the board needs to refocus on making improvements in the park for the residents. Ms. Ringle commented on the many accomplishments made by the RJRD in the park. Ms. Clark commented that there are many accomplishments and they are appreciated but said they were not items in the campaign for the park and promises to residents were not kept.

Regular Meeting**Approval of Minutes:**

MOTION by: Mr. Deluca and seconded by Ms. Lombardo to approve the April 27, 2020; June 22, 2020; and July 6, 2020 Meeting Minutes as presented.

MOTION PASSED: Vote taken by voice, which was unanimous with exception of Mr. Gonzales abstention of the June 22, 2020 minutes

Standing Committee Reports:**Governance:**

MOTION by: Mr. Gonzales and seconded by Mr. Norris to approve the June 4, 2019; June 20, 2019; August 12, 2019; and the December 2, 2019 Meeting Minutes as presented.

MOTION PASSED: Vote taken by voice for committee members, which was unanimous

Park Operations:

Mr. Deluca thanked many park volunteers, which included Bob Matussec and Thomas Tindira for work in building the kiosk, Dave Kalal for help with Gund Hall wells and bathrooms projects, Tom Rockwood work trimming along the main entrance, and the volunteers that clean park restrooms. He also thanked volunteer coordinator, Susan Czaplicki for her work coordinating many Eagle Scout projects. Mr. Deluca reported on many projects completed in Gund Hall, and Operating Engineers spreading additional gravel. He said they are working on a timer for the Oviatt gate, and potential parking near the wastewater treatment plant. Mr. Deluca reported on horse trail work and installation of security cameras on Kirby House and the Mill. He commented on the necessity of infrastructure work done to make the park function, which is why so many people are visiting. A public flushing restroom is now operational at the camp office.

Mr. Norris said he has heard many compliments about Mr. Deluca's work. Mr. Gonzales thanked Mr. Deluca for his report and his hard work.

Park Services:

Ms. Apidone said new rental rates for Gund Hall are going into effect starting January 2021. Special rates are being used for the remainder of the year due to Coronavirus. Requests for signage, banners, printed material and mailings will need to be submitted through a form on the RHP website. Ms. Apidone reported Givegauge is no longer operating but requested volunteers submit hours to the volunteer coordinator. Park Services will be planning a celebration in 2021 to mark the 100th anniversary of Jim Kirby settling in Richfield. Ms. Apidone thanked Ms. Kathy Donchess for her work on the RHP live interviews and Ms. Czaplicki for work with volunteers.

Capital Projects:

Mr. Gonzales reported the committee is focused on Phase II of the dam project. Gannett Fleming has been working with ODNR. Phase II includes three independent pieces: the drain system for the lower lake, the dam cement work on the upper and lower lakes, and the pedestrian bridge on the upper lake. Dredging was left out of Phase II due to cost. The estimate would be \$1,000,000 to complete all three pieces of the project, which is more than RJRD has available. The board can choose to bid the pieces separately. Additional comments from Mr. Norris and Mr. Deluca included the need for more discussion on the holding funds in reserve for grant matching, community support for repairing the dam, and timing of the bidding and work.

MOTION by: Mr. Gonzales and seconded by Ms. Lombardo to accept the Friends of Crowell Hilaka mill drawings

MOTION PASSED: Vote taken by voice, which was unanimous

Special Fundraising Committee Report:

Mr. Gonzales reported contact with volunteers that have offered to assist with grants and fundraising. The next steps are to meet at the park with the volunteers and to work on the spreadsheet of potential grant opportunities. He thanked Ms. Slifcak for her research on historical tax credits.

Administration Report:

Ms. Remec reported that the Ohio History Connection had confirmed receipt of the final Pipeline grant documents and she provided information on park reservations and events.

Volunteer Coordinator Report:

Ms. Susan Czaplicki submitted a written report and informed attendees that three Eagle Scout projects as well as numerous other Scout projects and students service hours were completed. She thanked Ms. Donchess for her numerous Facebook live videos and provided details of topics and statistics of those reached through the videos.

Treasurer Report:

Ms. McGinty reported on fund balances. She requested that a purchase order policy be put in place.

MOTION by: Ms. McGinty and seconded by Ms. Apidone to put a process in place to require purchase orders for expenses of \$1,000 or more

DISCUSSION: Mr. Gonzales requested information on the current policy. Mr. Becker said that purchasing policy allows for purchases up to \$4,999, which would not change. Opening purchase orders would help to track funds. Mr. Deluca commented that the policy would hamper operations. Mr. Norris commented that this should go through governance.

MOTION AMENDED by: Ms. Lombardo and seconded by Mr. Norris to amend the original motion to require purchase orders for expenses of \$2,000 or more

AMENDMENT TO MOTION PASSED: Vote taken by voice, which was unanimous

MOTION FOR AMENDED POLICY PASSED: Vote taken by voice, 5 Yea, 1 No, 1 Abstain
Vote retaken taken by roll call: Mr. Becker (Yea), Ms. Lombardo (Yea), Mr. Deluca (Nay), Mr. Norris (Nay), Mr. Gonzales (Yea), Ms. Apidone (Yea), Ms. McGinty (Yea)

Ms. McGinty said the audit should be wrapped up this week. She spoke about RJRD’s ability to accept donations and her desire to add a line item to the budget for donations to the RJRD. Additional discussion covered the ability to designate a specific purpose for donations.

Unfinished Business: None

New Business:

Phase II Gannett Fleming Contract Extension

MOTION by: Mr. Gonzales and seconded by Ms. Lombardo to extend the Gannett Fleming contract to December 31, 2020.

MOTION PASSED: Vote taken by voice, which was unanimous

Kirby House Storage

MOTION by: Ms. Lombardo and seconded by Mr. Deluca to allow Friends of Crowell Hilaka the use of Kirby House to store materials

DISCUSSION: Ms. Apidone asked that storage be limited to the garage and back rooms so key rooms could be open to visitors for the 100th anniversary celebration. Ms. Ringle said FoCH would do this.

MOTION PASSED: Vote taken by voice, which was unanimous

Mr. Becker said that the resolution for Phase II bid will be moved to the September agenda as well as the Oviatt house.

MOTION by: Mr. Norris and seconded by Mr. Deluca to allow the Friends of Crowell Hilaka to move forward with the drawings presented to fix structural issues at Amity house porch

MOTION PASSED: Vote taken by voice, which was unanimous

Partner Reports:

Friends of Crowell Hilaka (FoCH): Ms. Ringle thanked the board for approval of projects. She gave an update on invasive species removal, historic home stabilization task force work, fundraising efforts and banners. A revised Winter Wonders plans will be submitted for review and an Eagle Scout candidate completed a mill restoration video. The 2019 annual report was released and she expressed the importance of FoCH and RJRD working in collaboration.

Questions / Comments from the Floor:

Ms Kelly Clark read from a statement. She asked if board members felt that residents who rent, but do not own property, should not have a voice in RJRD discussions. Board members responded that they did not agree with that sentiment. She made comments on correspondence recently sent by Mr. Gonzales, as well as discord in previous years' RJRD boards and Friends of Crowell Hilaka.

Ms. Beshara commented that infrastructure work is looking great and complemented the RJRD board, and especially Ms. Apidone, on the work in getting Gund Hall ready.

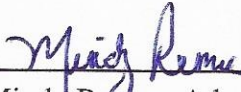
Adjournment:

MOTION by: Ms. Lombardo and seconded by Ms. Apidone to adjourn the meeting at 9:37 p.m.

FURTHER DISCUSSION: NONE

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

Submitted by:


Mindy Renee, Administrative
Coordinator

Accepted by:


Bob Becker, Board Chairperson