



Regular Meeting Minutes

Thursday, December 14, 2015

*(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 6:30 p.m. by Vice Chairperson Mr. Ralph McNerney. Following the Pledge of Allegiance, Roll Call was taken by RJRD Administrator.

In Attendance:

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

Mr. Bill Hanna, Legal Counsel
Mayor Bobbie Beshara

Mr. Keith Shy, Capital/Public Improvements Consultant/Manager
Mrs. Debbie Bluso Rogers, Administrator

Approval of Minutes

Monday, November 9, 2015 Regular Meeting:

Dispensing with the formal reading of the minutes and hearing no changes or additions, the following action was taken.

MOTION made by Ms. Clark and seconded by Mr. Norris to approve the November 9, 2015 Regular Meeting Minutes as presented.

DISCUSSION: None

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

Monday, November 13, 2015 Special Meeting:

Dispensing with the formal reading of the minutes and hearing no changes or additions, the following action was taken.

MOTION made by Ms. Clark and seconded by Mr. Becker to approve the November 13, 2015 Special Meeting Minutes as presented.

DISCUSSION: None

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

Monday, November 23, 2015 Regular Meeting:

Dispensing with the formal reading of the minutes and hearing no changes or additions, the following action was taken.

MOTION made by Mr. Becker and seconded by Ms. Clark to approve the November 23, 2015 Regular Meeting Minutes as presented.

DISCUSSION: None

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

Monday, November 30, 2015 Special Meeting:

Dispensing with the formal reading of the minutes and hearing no changes or additions, the following action was taken.

MOTION made by Ms. Becker and seconded by Ms. Clark to approve the November 30, 2015 Special Meeting Minutes as presented.

DISCUSSION: None

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

Business:

1. Committee Reports:

a. Budgets & Finance Committee, Chairperson Mr. Norris

There was no report.

b. Buildings & Grounds Committee, Chairperson Mr. Becker

Trustee Becker provided an update for the fence clearing and thanked Great Lakes Fencing for their speedy progress. Becker requested Mr. Jeff Deluca to give a statement regarding the status of the fence clearing. Mr. Deluca referred to the fence breach map and provided a status. Mr. Deluca thanked the many volunteers and the Volunteer Coordinator, Lucia Hanigosky for all of their assistance. Mr. Deluca expressed his enjoyment in volunteering on this work effort.

[Applause]

Becker stated that in order for continued progress ahead of Great Lakes, he [Becker] solicited help from FOCH. Becker requested President of FOCH, Corey Ringle to address the Board. Ringle stated that a newsletter called the Millwright has a distribution list of 600 and that FOCH had the potential of fulfilling the work request with huge numbers. Ringle stated that the RJRD volunteer opportunity notifications are always listed on their website but FOCH determined that they were especially interested in this effort so they [FOCH] decided to promote the activity more assertively. Ringle distributed a draft of their volunteer request notice for their newsletter and requested approval and permission from the Board. Becker stated that the work is being coordinated between Lucia Hanigosky, Jeff Deluca and Corey Ringle and the work is scheduled for Saturday December 19, 2015, 10:00 a.m. to 2 p.m. and Sunday, December 20, 2015 from 1:00 p.m. to 3:00 p.m.

Becker stated that anyone that comes out to help with this project should first check in with Lucia Hanigosky and then with Jeff Deluca who will communicate the work locations and strategy. Regarding the fence repair, Becker stated that once the fence is cleared Great Lakes immediately repairs the fence. The timeline for completion is end of December but could extend into January due to inclement weather conditions or fence clearing issues, Great Lakes Fence is prepared to work into January.

Becker stated that the fence clearing activity has made it apparent for the necessity of having extra gates to perform work on the fence inside and outside of the fence line. Becker proposed a series of maintenance gates strategically placed along the northern fence line.

Since the replacement pieces of the fence is obvious due to the new condition and color, Becker requested that residents provide feedback so a solution to this distraction can be determined.

MOTION made by Ms. Becker and seconded by Mr. Norris to approve in an amount not to exceed \$3500.00 for five (5) man gates and one (1) equipment gate from the Capital Fund.

DISCUSSION: Answering the question regarding quotes, Becker stated he had no quotes. Norris stated that it was cheaper to get the work completed now when Great Lakes Fence was already on premise working on the fence. Becker stated that Great Lakes Fence would perform the install and that the gates would be locked per the security and key policy. Fleming questioned the distance from the fence line and Becker stated that it was 20-yards. Fleming opined that it was not a necessity to get gates.

Regarding the question regarding the distance between the gates, Becker stated that he did not know and continued by stating that the actual number of fence miles is not known and described the arduous work involved to clear the fence line. Trustee Clark stated that RJRD should have quotes and Becker stated that quotes are being obtained. Fleming stated that he was uncomfortable supporting the motion since it wasn't clear how much property was on the outside of the fence since it appears to fluctuate depending on the location of the fence line. Becker stated that he talked to Law Enforcement and he was told that the property owner has the right to maintain their fence. Becker called upon Jeff Deluca to verify that Deluca saw the survey and property markers. Becker and Deluca stated that the fence line does not run along the property line.

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

Becker stated that he wanted to pursue resolving the two rolling vehicular gates for the fence on Oviatt Road. The two areas for discussion were the gate by the Kirby Estate and the Summer Barn. Becker wanted to get quotes for electronic openers.

MOTION made by Mr. Becker and seconded by Mr. Norris to approve in an amount not to exceed \$20K for two electronic vehicular gate operators that included the Summer Barn Gate on Oviatt Road and the Kirby Estate Gate on Oviatt Road subject to obtaining three quotes.

DISCUSSION: Becker inquired about quotes already received from Great Lakes Fence, Southway and American Fence. The actual cost for the items being considered could not be confirmed. Becker stated that the proposals should start over. Becker confirmed that the gates are being repaired by Great Lakes Fence and this motion is for the electronic mechanism to open the gates through a digital keypad on an "arm." Becker stated that Pinnacle Doors should also be contacted to provide cost for the operators. Becker stated that the timeline was after the first of the year and the motion is subject to receiving quotes. Becker's objective is to have the openers operational by Spring 2016. Fleming wanted confirmation that quotes would be received and Becker stated that this is a totally different project than the fence repair and the installation is also subject to getting electricity to these gates. Becker stated that he wanted to get this moving forward rather than wait.

The Vice Chair recognized Mr. Hanna who requested clarification as to the purpose of the motion; i.e. to get quotes to repair the gate operators. Becker responded by stating that he wanted to get quotes and once they were received they could be approved since the funds have been allocated. Mr. Hanna stated that the funds can be appropriated but the Board cannot authorize the expenditure per the contract and bid authority policy. Once the quotes are received then the money [expenditure] can be made by the Board.

MOTION WITHDRAWN

The Ohio Buckeye Trail will be on the property with the Village Director of Zoning and Planning on Tuesday, December 15, 2015. Becker stated that his intent was to gather more information on the access points for the Buckeye Trail through the property.

The Ohio Operating Engineers offered to repair a damaged and discarded trailer for RJRD but the material would need to be purchased. The Ohio Operating Engineers have already started on the project. Becker stated that the purchase of the materials is "*kind of a thank you*" for all of the work they have done. Becker spoke with Slesnick Structural Steel to make arrangements for the purchase.

The Oviatt House had some damage and Becker secured the building but was confident that with the increase of people on the property vandalism would be decreased.

Trustee Clark stated that the gate was turned off because it wasn't working. Becker stated that the gate was forced open and crew would be on-premise on Tuesday, December 15, 2015 to evaluate the matter. There was discussion on the time when the gate opens and closes due to the time change. Trustee Fleming stated his safety concerns. Becker stated that Trustee Clark was in charge of the gate and Clark stated that timer was set from 8 a.m. to 6 p.m. Fleming suggested that the timer be changed to 5 p.m.

Breaking from the Agenda:

Trustee McNerney acknowledged Mr. Keith Shy. Mr. Shy is the Capital Projects Consultant/Manager for RJRD. Mr. Shy will be running the capital improvement programs. Mr. Shy is the former Executive Director for the Summit Metro Parks.

[Applause]

Continuing with the Agenda:

c. Communications Committee, **Chairperson Mr. Taylor**

Trustee Taylor stated that articles for the newspapers have been handled as press releases and they have been "hit or miss" due to the absence of a permanent monthly spot in the Richfield Times Magazine. Taylor was happy to report that recently the Richfield Times Magazine offered a permanent monthly spot for RJRD to use effective for the February Times which is due to ScripType on January 15, 2016. The spot will contain 200-300 words. Taylor stated that the Administrator provided average word count of past releases and the word count would be adequate. Taylor suggested that each Trustee take a month for an article that would be rotated. Further discussion, schedule, article parameters and process details would be discussed and provided to the Board at a later date. Trustee Taylor was complimented for his good work on the matter.

d. Volunteers Committee, **Chairperson Mr. Fleming**

Trustee Fleming stated that **any** request for volunteers needs to be directed to the Chairperson of the Volunteer Committee. Fleming stated that this procedure was established months ago. An electronic version is available at volunteer-info@rjrd.org.

Trustee Fleming provided a 2015 Year End Report of the work completed by the Volunteers.

- Grass cutting on a regular basis around the entire property
- Kirby House Cistern identified and secured for safety
- Clearing of grate at the Mable Smith Shelter
- Cleared inlet of the culvert by Beech Cliff
- Coach House hasp installation on door located at the top of the fire

escape

- Boat trailer relocated from Oviatt House to the Boat House
- Posted "Area closed" signs at the Ropes Course and Trails
- Implemented weed control at the RJRD Welcome Center
- Identified and marked all manhole covers
- Identified and recorded all utility inlets on all buildings
- Posted the "notice for the protection, preservation and restoration," "No fishing," and "No fishing" signs
- Cleaned Mable smith Area
- Cleared debris around the caretaker house
- Cleared debris around several shelters leading to the Seely and Waterfront Cabins
- Marked and documented all latrines
- Cleared vetch around upper dam per ODNR Dam Survey
- 82 volunteers manned the Trick or Treat on the Trail Event
- Volunteer greeters to greet guests and communicated areas that were under repair by the Operating Engineers
- All shelters have been photographed by Greg Terepka.

Trustee Fleming provided a list of current projects.

- 99% of Inventory of RJRD property asses completed. Documentation is in process with just a few close-out items.
- Routine trash pick-up on hold; waiting to resolve Cushman issue.
- Fence clean-up. Jeff Deluca and son Kyle, is a great asset and works very hard to complete this work.
- 50% of the sewage plan sand filters completed.

Trustee Fleming stated that there has been an excess amount of fence supplies and barb wire left after the fence repair has been completed. Fleming cautioned the volunteers and others to be careful in those areas. Trustee Taylor stated that Great Lakes Fence should clean that up. Fleming stated that Jeff Deluca is coordinating the fence clean up and is keeping a good pace in front of the Great Lakes and opined that no additional money should be spent to hire another company to clean the fence area.

Fleming thanked Deluca for the great job and Bob Becker for using his suggestion to use the Ventrac, similar to a brush hog, to clean up areas around the fence. Fleming also stated that the Volunteer Coordinator works very hard on getting volunteers and working on the projects. The work is hampered due to no keys or incorrect keys for buildings and use of the Cushman.

MOTION made by Mr. Fleming and seconded by Ms. Clark to allow Lucia Hanigosky Volunteer Coordinator, Trustee Clark and other Trustees to be allowed to drive and use the Cushman.

DISCUSSION: Norris stated that all Board members were sent an email after Norris had a conversation with the insurance carrier. The insurance carrier stated that a third party should train all users of the RJRD equipment. Norris spoke with Baker Vehicle Equipment and Baker stated that the training is easy and they [Baker] were willing to come out to the property or entertain training at their [Baker] facility. Norris opined that there should be no approval of the motion since Lucia can merely make arrangements with Baker for the training. Norris stated that this would assist RJRD in court if there were to be any litigation in court. Norris stated that he [Norris] didn't understand Fleming's reasons for being against training.

Fleming stated that he personally trained the volunteer coordinator and also observed her driving. Fleming stated that he also spoke with Baker and Baker does not even train people who rent Cushman's. Further, the volunteers are hampered by not being able to use the Cushman. Fleming stated that in previous meeting minutes, Norris was to be in charge of ensuring that all users were trained and able to use the Cushman. Fleming stated that the information provided to the Administrator from the insurance company does not indicate a major insurance issue.

Norris stated that he didn't know if the teacher or the student was at fault because the student did not know how to check the oil.

Trustee McNerney interjected and asked if this issue could be part of the executive session scheduled at the end of the regular meeting. Clark stated that it was not part of the session. Norris stated that it pertained to personnel issues. Advice was sought from Legal Counsel. Legal Counsel Mr. Hanna stated that training was not one of the permitted exceptions to the Sunshine Law. Hanna stated that the Board needs to consider "best practices" to resolve the issue of training and inquired if there were videos that could be viewed in order to make the training process accessible and easy for the volunteers. Hanna also suggested that a check off sheet could be developed to ensure that users were trained and knowledgeable.

Fleming responded by stating that there were videos for the other equipment [Ventrac & Hustler] but not for the Cushman. Fleming personally viewed both videos but wasn't sure if anyone else on the Board viewed the videos. Fleming stated that the videos were much more informative than the training received at Baker for the Ventrac and the Hustler. Hanna responded suggesting that a video could be made of the training and utilized by the Board and their volunteers.

Taylor suggested that someone from the RJRD should be qualified to be a trainer and supported the suggestion that there should be check list of knowledge plus a start up and shut down procedure.

The Administrator stated that an additional user manual was obtained and the suggestions regarding procedures and check lists were discussed with Trustee Norris. Norris concurred.

Trustee Clark asked for the number of people trained on the Cushman. It was confirmed that Trustees Becker and Norris were trained but Trustee Becker and Norris had no knowledge of others trained. Clark stated that other people are operating the Cushman other than Becker and Norris. Norris wanted to know who they were and Clark declined to state names to avoid embarrassment to the matter.

Addressing vehicle maintenance, Becker interjected that the Administrator and himself made copies of the equipment log from the user manual. Following up regarding Cushman training, Becker stated that his on-premise training occurred by the upper dam and it included a significant amount of time regarding driving on inclines.

Becker confirmed that he had a conversation with Norris after Norris spoke with the insurance agent and that the insurance agent concurred that a third party was responsible for the training and liability. Becker stated that his concern was not for the equipment but rather the safety of the people.

Fleming asked the Administrator what the insurance company stated to her. Norris interjected that he had a direct conversation with the insurance agent when RJRD took possession of the equipment and then after the "*little incident*" and he was told that a third party was required to perform the training.

Mayor Beshara inquired if Baker could do training on a weekend when all the volunteers were more available. Norris stated that Baker was not open on Saturdays.

The Volunteer Coordinator stated that she always was and is willing to go through training. Norris stated that Baker would do it any day. Responding to Taylor's question, it was stated that Baker Vehicles is located in Macedonia. Volunteer Coordinator stated that she would call Baker to set up training. Norris stated that Lucia should merely let him [Norris] know and he [Norris] would make the necessary arrangements.

Taylor asked the Mayor if outside training is required on service equipment and the Mayor stated that staff [employees] trains but not Council. Taylor stated that industry standard is internal training. The Mayor stated that Village employees perform the training and the RJRD Board is not "employees" but the Administrator is the employee. Norris acknowledged.

Fleming asked Jeff Deluca to explain their park training. Deluca stated that Park Managers [employees] perform the training that includes, checking the oil, gas and driving on a course. Becker stated that a third party is required because the RJRD Board is not an employee.

At this point, the Administrator responded to Fleming's earlier question by stating that the insurance carrier stated *"that people can always sue regardless of any waivers or training and the waiver covers the 'I didn't know defense' and by volunteers signing and acknowledging the waiver demonstrates that the individual is informed of the risks and understands how to use this particular piece of equipment because it is not any different from what they already know."*

Fleming made the point that he is qualified to teach someone how to drive a golf cart/Cushman because of his permanent teaching certificate from the state for drivers' education. Fleming insinuated that the use of the Cushman was discriminatory towards some and Norris stated that the issue was only about proper training. Clark stated that the issue is being overblown and her training consisted of a thirty minute conversation with Trustee Becker.

McNerney stated that there was a distinction between heavy equipment and the Cushman and the safety of others on the park while someone is using the Cushman. McNerney added that the National Park does not permit anyone to use any of their equipment. McNerney also stated that the Cushman was just like a golf cart.

Taylor stated that this is an issue that can be easily resolved; meaning internally. Becker added that the agenda is very long and this matter should be tabled.

McNerney requested a call into question. Fleming called the motion into question. There were no objections and the Administrator read the motion: *to allow Lucia Hanigosky Volunteer Coordinator, Trustee Clark and other Trustees to be allowed to drive and use the Cushman.*

MOTION FAILED: Mr. Becker (Nay) Ms. Clark (Yea) , Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Nay), Mr. Ostrowski (Not Present), and Mr. Taylor (Nay)

Norris stated that he would get the Volunteer Coordinator trained.

e. Special Revenue Committee, Chairperson Mr. McNerney

The Vice Chairperson recognized Lynn Richardson to give the Special Revenue Committee Report. Ms. Richardson explained that the Board needed to take action on two items regarding the Pipeline Grant. (1) A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees To Enter Into an Agreement with the Ohio History Connection for a Pipeline Initiative Grant to Pursue a National Register of Historic Places Nomination and (2) To Select the Grant Writers for the Application.

Three (3) professional historians and grant writers were contacted in order to solicit quotes based on the Pipeline Initiative Grant and Grant deadlines. The latest grant deadline available was selected: July 1, 2016. One writer dropped out due to the deadline, stating "*there wasn't enough time to accomplish all the history required.*" One applicant's quote was for \$16K and the writing team of Richard Sicha and Marcia Moll was for \$12K. The Sicha/Moll team comes very highly recommended and it is the Special Revenue Committee's recommendation to hire the Sicha/Moll team. Richardson opined that in this case that low bid was the best.

At this point, the Administrator stated that Resolution 21-2015 was ready for the Board's approval and stated that it was not available until moments before the meeting for the Board's review. Permission was requested to add Resolution 21-2015, A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter Into An Agreement with the Ohio History Connection for a Pipeline Initiative Grant to Pursue a National Register of Historic Places Nomination. The Chairperson added the resolution to the agenda and the Administrator provided an overview of the resolution.

Trustee Clark requested additional amount of time to review the resolution before the Board took action. Trustee McNerney stated that time was of the essence due to the grant work and grant deadlines.

MOTION made by Ms. Clark and seconded by Mr. Norris to approve Resolution 21-2015, A Resolution Authorizing and Directing the Chairperson and the Treasurer of the Board of Trustees to Enter Into An Agreement with the Ohio History Connection for a Pipeline Initiative Grant to Pursue a National Register of Historic Places Nomination.

DISCUSSION: None

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

MOTION made by Mr. Becker and seconded by Mr. Norris to approve the hiring of the grant writers, Sicha/Moll as recommended by the committee in the amount of \$12K, the amount of the grant.

DISCUSSION: None

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

f. Recreation Services Committee, Chairperson Ms. Clark

Trustee Clark and the committee are in the process of creating the 2016 event calendar in conjunction with FOCH and the Village of Richfield Parks and Recreation. Trustee Clark was in receipt of Debbi DiCarlo's photograph of the night sky taken at the upper lake area on the property. Trustee Clark had visitor numbers for the month of November and described the importance of these numbers; especially when grant applications are made. Visitors are asked to register and it is on a volunteer basis and not a requirement. The Volunteer Committee also uses these statistics in order to obtain potential volunteers for either general work events or for specific public events. There were 91 visitors for November, 2015.

g. Personnel & Administration Committee, **Chairperson Mr. Ostrowski**

The Administrator gave the following report.

Richfield Township Trustee Appointment

The RTWP Board of Trustees appointed Village resident, Mr. Dominic Cugini to the RJRD Board replacing Mr. Floyd Ostrowski. Mr. Cugini's term begins January 1, 2016 and expires on December 31, 2018. An email address is in the process of being created and activated January 1, 2016. Background information regarding the PSA [Purchase & Sales Agreement], Clean Ohio Grant, Bond and Operating Levies, Recent Meeting Minutes, Strategy Sessions, and Bylaws were distributed to Mr. Cugini by the Administrator. Copies of that communication were also provided to the Board.

Fence Repair:

Approximately 60% of the consent and acknowledgement letters to bordering property residents were received. Great Lakes Fencing has flyers to distribute if necessary.

Master Plan:

The dates for all of the stakeholder meetings have been scheduled and the meeting rooms at the Village have been confirmed. Stakeholders will be invited per the schedule. To again state for the record, one (1) board member is scheduled along with the Administrator and EDG Facilitator, Jeff Kerr.

Mr. Shy will also be included. For those in attendance and again for the record, the RJRD representatives will be present to clarify issues if necessary and listen.

Hard copies of that schedule were provided to the Trustees electronically and hard copies were also included in their folders. EDG has also received a copy of the

schedule. The Administrator will communicate with all groups regarding their meeting date and objectives of the meetings as soon as possible as long as there were no changes by the Board.

The Board had no further input, changes or any discussion on the matter. The Administrator will continue to proceed.

The first stakeholder group meeting is December 17, 2015 with Richfield Township Trustees and other representatives and the Administrator asked the Board to provide confirmation of the Trustee who would be in attendance. Trustee Norris stated that he was scheduled and would be in attendance. The Mayor requested a copy of the schedule.

Zoning Update:

The next hearing is Tuesday, December 15, 2015. Copies of the information contemporaneous to the BZA meeting were electronically mailed to the Board and hard copies were placed in their folders.

Professional Services Pre-Qualifications:

The submissions were reviewed by three of the four reviewers. The scores were input into the Pre-Qualifications Overview. The Overview reflected scores and ranking for each firm. Hard copies were placed in the Board's folders and the information was electronically mailed at 2 p.m.

Mr. Shy and Mr. Hanna were also included in this distribution list. There was no discussion or comments provided by the board regarding the handouts.

The Administrator suggested a follow-up meeting with Trustees Becker, McNerney with Mr. Shy and the Administrator. Trustees Becker and McNerney were in favor of that meeting and also requested Mr. Hanna, Legal Counsel to be present.

The Administrator will follow-up on Tuesday, December 15, 2015 to schedule this meeting. The matrix [overview] distributed contained ranks and not quotes.

Fiscal:

Donations in the name of Mr. Dick Crowfoot have been received and the Administrator requested action by the Board via motion to accept these donations.

MOTION made by Mr. Becker and seconded by Mr. Norris to approve donations from the Chappelear Family, Patricia Roy, Grace Krochka, The Zelenka Family, Nancy Harman, The Nause Family and Walter Wisnieski in memory of Mr. Dick Crowfoot in the amount of \$260.00 to the Richfield Joint Recreation District.

DISCUSSION: None

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

Action was required by the Board via motion to renew the RJRD membership in the Chamber of Commerce.

MOTION made by Mr. Becker and seconded by Ms. Clark to renew the RJRD Chamber of Commerce membership in the amount of \$200.00 for the basic membership for year 2016.

DISCUSSION: None

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

Per a conversation with Trustee Becker prior to the meeting, the Administrator explained that the Operating Engineers were planning on repairing a deteriorated trailer for RJRD but the purchase of structural steel was needed. The Administrator stated that action via motion was required by the Board of Trustees to add Slesnick Structural Steel in Canton, Ohio with a credit line of \$2K.

The Administrator explained that supplies for this trailer would be from the operating fund and the dollar amount is encumbered in order to reflect accurately the cash balance.

MOTION made by Mr. Becker and seconded by Ms. Clark to add Slesnick Structural Steel, Canton, Ohio to the RJRD Vendor List with a credit line and encumbrance of \$2K.

DISCUSSION: None

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

The Administrator requested that the FOCH report be added to the agenda at this time due to omission on the agenda.

2. FOCH Report:

Ms. Ringle stated that a notice recruiting for Crowell-Hilaka Memories Project was aired on WKSU on November 30, 2015. It was also printed in the West side Leader on December 3, 2015. Approximately fifty (50) responses have been received.

A donation was received by Laurie Crofoot Kamps at the December 2015 FOCH meeting as was forwarded to the RJRD vis-à-vis the RJRD Treasurer.

FOCH has completed the review of the MOU and it has been given to their lawyer.

FOCH was impressed with Jeff DeLuca and the RJRD Volunteer Coordinator for the work on the fence clearing and offered their assistance to help RJRD. Over 600 people subscribe to the FOCH electronic newsletter and FOCH opined that a high number of people might be able to assist with the work event. Ms. Ringle requested clarification as to how to direct the people who are interested; i.e. direct them to the Volunteer Coordinator or have them just show up. Trustee Fleming provided the clarification stating that the volunteers should be directed to the Volunteer Coordinator per the volunteer process outlined the beginning of the year.

The FOCH meetings have been changed to the third Tuesdays of the month.

Trustee Norris asked if the Administrator would be sending out thank you letters regarding the donations and the Administrator stated that the Crofoot family was handling all of the acknowledgments and thanks because they were bequests in care of their family.

The Chair recognized Trustee Norris. Trustee Norris stated for the record that the "system dump" provided to the new Trustee member, Mr. Dominic Cugini, prepared by the Administrator was "awesome." The Administrator expressed appreciation for the statement and added that there is a wealth of information being accumulated by the board members since 2014 and during these planning and building years the emphasis on continuity is very necessary.

3. Unfinished Business:

Status of Pre-Qualifications

Plans for Gund Hall

Discussion on Dam and Lake Surveys

The Chair recognized Trustee Becker regarding the agenda items. Trustee Becker stated that the items should be included on the next regular meeting agenda and there were no updates at this time.

4. New Business:

The Board took the following action on the following resolutions as listed on the agenda. No additional comments or introductions were made regarding the resolutions.

- a. Resolution 16-2015** A Resolution to Make Appropriations for Current Expenses and Other Expenditures of the RJRD, During the Year Ending December 31, 2016 and Declaring an Emergency:

MOTION made by Mr. Becker and seconded by Ms. Clark to approve **Resolution 16-2015, A Resolution to Make Appropriations for Current Expenses and Other Expenditures of the RJRD, During the Year Ending December 31, 2016 and Declaring an Emergency.**

DISCUSSION: None

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

- b. Resolution 17-2015** A Resolution to Make Appropriations for Current Expenses and other Expenditures of the RJRD, During the year Ending December 31, 2015 and Declaring an Emergency:

MOTION made by Mr. Becker and seconded by Mr. Norris to approve **Resolution 17-2015, A Resolution to Make Appropriations for Current Expenses and Other Expenditures of the RJRD, During the Year Ending December 31, 2015 and Declaring an Emergency.**

DISCUSSION: None

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

- c. Resolution 18-2015** A Resolution Authorizing the Advances of Local Taxes:

MOTION made by Mr. Norris and seconded by Mr. Becker to approve **Resolution 18-2015, A Resolution to Authorizing the Advances of Local Taxes.**

DISCUSSION: None

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

- d. **Resolution 19-2015** A Resolution Authorizing the RJRD to Participate in the State of Ohio Cooperative Purchasing Program:

MOTION made by Mr. Becker and seconded by Mr. Norris to approve **Resolution 19-2015, A Resolution Authorizing RJRD to Participate in the State of Ohio Cooperative Purchasing Program.**

DISCUSSION: RJRD will spend \$235 for this membership and the benefits are lower prices. Additional quotes can be eliminated and the appropriation process can be expedited when necessary. Mr. Shy stated his familiarity with the program.

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

- e. **Resolution 20-2015** A Resolution Authorizing RJRD to Participate in the National IPA Cooperative Purchasing Program:

MOTION made by Mr. Becker and seconded by Mr. Norris to approve **Resolution 20-2015, A Resolution Authorizing RJRD to Participate in the National IPA Cooperative Purchasing Program.**

DISCUSSION: Trustee Becker stated that the National IPA was a national program similar to the Ohio program but without a membership fee.

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

- f. **Discussion regarding clearing the fence line for fence repairs and approval of contract:**

Trustee Becker stated that there were no updates on this item but requested that it be placed on the agenda for the next meeting.

- g. **Discussion regarding the Ohio Parks & Recreation Association Conference, Sandusky, Ohio from January 31, 2016 to February 3, 2016:**

Trustee McNerney stated the benefits in attending this conference and requested input from the Trustees regarding their desire to attend. The deadline is January 13, 2015 for the discount.

MOTION made by Mr. Norris and seconded by Mr. Becker to approve the cost of the conference registration and lodging for seven (7) trustees to attend the OPRA Conference from January 31, 2016 to February 3, 2016.

DISCUSSION: Trustee Becker offered an amendment to include Mr. Shy and Mr. Shy stated that he was already attending. Becker withdrew his amendment to the motion.

Taylor asked for Mr. Shy's opinion on OPRA training and Mr. Shy suggested that the Board should be trained on "board training."

Trustee Fleming stated that he would be all of his expenses.

MOTION made by Mr. Becker and seconded by Mr. Norris to amend the motion to include mileage.

DISCUSSION: None

AMENDMENT TO THE MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Not Present), and Mr. Taylor (Yea)

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

The Administrator obtained consensus from the Board that the RJRD membership should stay in force for year 2016. The membership dues were included in the budget.

5. Comments from the Floor:

The Volunteer Coordinator confirmed her availability for training on the Cushman for Wednesday at 3:00 p.m. on December 16, 2015 with Baker Vehicle.

The Volunteer Coordinator provided fence issues where the bottom of the fence does not meet the land. Trustee Becker stated that he was aware of all of these issues.

The Volunteer Coordinator explained that volunteer requests are sent out along with reminders to those who signed up. FOCH is included on the volunteer request and has the option of forwarding it through the FOCH network.

6. Action Items and Agenda Items:

The next regular Board meeting is Monday, January 11, 2016 at 6:30 p.m.

- Status of Pre-Qualifications
- Plans for Gund Hall
- Discussion on Dam and Lake Surveys
- Discussion regarding clearing the fence line for fence repairs and approval of contract:

7. Executive Session:

MOTION made by Mr. Becker and seconded by Mr. Norris to go into Executive Session at 8:09 p.m. to discuss and consider the appointment, employment, dismissal, discipline, promotion or compensation of public employee or official, ORC 121.22(g).

DISCUSSION: None

ROLL CALL VOTE: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Not Present), and Mr. Taylor (Yea)

Also in attendance: Administrator Mrs. Bluso Rogers, Legal Counsel Mr. Hanna, Mayor Bobbie Beshara, Volunteer Coordinator Lucia Hanigosky and Mr. Keith Shy

MOTION made by Mr. Becker and seconded by Mr. Norris to go into Executive Session at 8:09 p.m. to discuss and consider pending litigation, ORC 121.22(g).

DISCUSSION: None

ROLL CALL VOTE: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Not Present), and Mr. Taylor (Yea)

The public was encouraged to stay because there may be action taken after the session.

At 8:30 p.m., the Volunteer Coordinator left the Executive Session.

At 9:00 p.m. the Administrator Mrs. Bluso Rogers left the Executive Session.

MOTION made by Mr. Fleming and seconded by Ms. Clark to go out of Executive Session at 9:20 p.m.

DISCUSSION: NONE

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

MOTION made by Mr. Becker and seconded by Ms. Clark to authorize RJRD's Legal Counsel, in his discretion, to amend or withdraw the application for conditional zoning certificate pending before the Richfield Township Board of Zoning Appeals.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

MOTION made by Ms. Clark and seconded by Mr. Norris effective immediately to authorize a 2.5% hourly increase to the Administrator's wage rate.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Adjournment:

MOTION made by Ms. Clark and seconded by Mr. Becker to adjourn at 9:23p.m.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)


Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board



Richfield Joint Recreation District,
Chairperson



Richfield Joint Recreation District,
Secretary