



WORK SESSION & REGULAR MEETING

Monday, March 27, 2017

(Meeting held at Richfield Masonic Hall)

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Call to Order: The meeting was called to order by Bob Becker at 6:30 p.m. After the Pledge of Allegiance, roll was taken by Bill Smith.

In Attendance: Becker, Deluca, Fleming, Norris, Slifcak, Waszak and Smith.

Absent: None.

Work Session:

Master Plan Presentation:

Jeff Kerr, Kristen Horine and Julie Lawson of Environmental Design Group (“EDG”) gave a thorough presentation of the Master Plan and its significant components. Mr. Kerr emphasized that the Master Plan is intended to be flexible and to serve as a guide to enable the Board to shape the preservation and development of Richfield Heritage Preserve (the “Park”) as plans are completed and as funding may permit. Ms. Horine summarized the studies on which the master plan proposal was based, including the buildings assessments by Franklin & Associates, the bridge analysis performed by the Summit County Engineer’s office, the dam assessments by GPD Group and EDG’s own study of the wastewater treatment issues posed by various possible uses of the Park, and explained EDG’s approach to establishing key “use areas” to feature specific areas and features of the Park. Finally, Ms. Lawson described the operational and maintenance requirements imposed by the two dams at the Park and the design challenges resulting from those requirements. She explained that both dams are “Class 2” dams, subject to regulation and periodic inspection by the Ohio Department of Natural Resources (“ODNR”), and noted that while the upper dam readily meets the applicable requirements the lower dam has consistently failed to comply with them. She detailed the studies she performed to determine compliance and discussed the potential re-classification of both dams as “Class 1” facilities that might apply if downstream buildings (including, for example, the Mill House and the Oviatt house) were to be occupied. Responding to Board members’ questions regarding alternative ways to preserve the lower dam and lake she mentioned a URS study, prepared in 2008, which

contemplated the possibility of reducing the size of the lower lake as a way to achieve compliance with ODNR requirements; Ms. Lawson will provide a copy of that study to the Board for further evaluation. Finally, Ms. Lawson indicated that she had prepared Emergency Action Plans for both dams (an ODNR requirement for all regulated dams that had never before been undertaken for these) and had reviewed those plans with ODNR representatives. Those plans, which also address the periodic maintenance and monitoring that ODNR requires for regulated dams, are available for submission. EDG agreed to furnish the Board with copies of the revised master plan and all related documents (including the URS study of the lower lake and dam and the completed Emergency Action Plans for each dam). The Board thanked the EDG representatives for a thorough and very professional presentation.

Agreements/MOU's:

Mr. Waszak reported that the Memorandum of Understanding ("MOU") between the Board and Friends of Crowell Hilaka ("FoCH") has been completed and has been approved by FoCH's board. After a brief review of the long relationship between FoCH and the Board, Mr. Waszak reported that the duration of the MOU has been limited to one (1) year, and that the work plan proposed by FoCH for the initial year contemplates that FoCH will work, with Board approval, on (a) native species restoration, (b) fence inspection and maintenance, and (c) trail monitoring and maintenance.

Mr. Smith reported that the MOU between the Board and the Ohio Horseman's Council is essentially complete, subject only to the resolution of minor details regarding the nature of the insurance coverage presently maintained by the Board covering work performed in the Park. Mr. Smith indicated that he expects that issue to be resolved without delay or difficulty.

Mr. Becker reviewed the proposal made to the Board by Walter Haverfield with respect to its legal services to the Board for the period from February 1, 2017, through December 31, 2018. The proposal features a reduced scope of services and discounted fees for routine work, the Board agreed that the proposal will result in material savings in comparison with past years.

Ms. Slifcak mentioned the pending migration of the Board's e-mail system to a Google-based format designed for use by governmental entities, reported that the Board has recovered exclusive access to its website and social media and described the meeting last Friday with representatives of the Cuyahoga Valley Career Center ("CVCC") at the caretaker's building by the Broadview Road Park entrance. CVCC indicated that it would be willing to provide the labor and supervision required to renovate that building into a visitor's center and Park office as part of its vocational educational program, at no cost to the Board (although the Board would be responsible for design supervision along with the necessary materials and supplies). Subject to reaching final agreement with CVCC and to completing design work, this project could start in the Fall semester and be roughed-in by the end of 2017.

Clean and Green Projects:

Mr. Deluca reported on the work completed in the Park during the past two weekends, including volunteer trail restoration and the demolition and removal of eight (8) tent platforms from the "Clean Ohio" area. He also mentioned that the Hickory site is nearly completed, and that with the removal of some remaining tables and grills Hickory will be ready for public use. Mr.

DeLuca also requested authority to expend as much as \$30,000 for ongoing work, including gravel and culverts required for road repair, sums payable for professional tree removal (subject to the completion of bidding for that project) and funds required for additional tools and supplies for volunteers. A portion of requested funds will be drawn from the Board's operating budget, with the balance to be disbursed from the capital budget, in each case depending on the nature of the expenditure to which the requested funds pertain.

National Register of Historic Places:

Mr. Norris reported that efforts to list the Park on the National Register of Historic Places continue apace, and that the authors of the draft application have reported to him that the responsible agencies have recently become particularly interested in Girl Scout history. Mr. Norris indicated that the ongoing "Memories" project sponsored by FoCH will be of significant benefit in that context.

Board Goals:

Ms. Slifcak suggested that the Board adopt specific goals for 2017, including (a) adopting and beginning to implement a master plan and an operations plan for the Park, (b) streamlining the Board's operational structure, employing a part-time administrator and improving our internal and external communications facilities and our social media presence; (c) updating the Board's governance methods and committee structure; (d) establishing a community engagement strategy and adopting a "best-practices" model of volunteer co-ordination, and (e) improving the Broadview Road Park entrance and creating a welcome center and Park office through the help of CVCC.

REGULAR MEETING:

Ms. Slifcak moved that the minutes of the Board meetings of December 12, 2016; January 9, 2017, February 13, 23 and 27, 2016, and March 14, 2017, as amended, be approved (noting that the meeting scheduled for January 23, 2017 was cancelled for lack of a quorum and that the meetings scheduled for January 27 and February 13 were cancelled). Mr. DeLuca seconded. After discussion, which addressed among other things the power of a new Board to approve minutes of a prior Board's meeting, the motion passed unanimously (Mr. Fleming abstaining).

Mr. Norris moved for the passage of Resolution 6-2017, adopting the proposal made by Walter Haverfield regarding its legal services through December, 2018. Mr. Waszak seconded the motion, which was adopted unanimously by roll call vote. A copy of the Resolution is attached to these minutes.

Ms. Slifcak moved for the passage of Resolution 7-2016, adopting the MOU with FoCH as completed by Mr. Waszak and described above. Mr. Norris seconded the motion. Mr. Becker suggested that Board members be mindful of the possibility of conflicts of interest in the context of this vote, and after a brief discussion of what might constitute a conflict of interest in the absence of any monetary or similar interests, the motion passed by roll call vote, with Mr. Fleming voting against, Mr. Norris abstaining and the other Board members voting in favor. A copy of the Resolution is attached to these minutes.

Mr. Deluca moved for the approving the expenditure of as much as \$30,000 for material and supplies required to complete upcoming Park projects, including gravel and culverts for road repair, costs for tree removal and tools and supplies for volunteer workers. Mr. Norris seconded the motion. A brief discussion ensued, addressing in part whether the requested funds would be drawn from operating or capital funds. Mr. Deluca indicated that the bulk of the funds would be from the capital budget, but since final bidding for the tree removal (an operating expense, not a capital item) remained incomplete, the precise allocation was impossible to determine. The motion was passed in a roll-call vote, with Mr. Fleming abstaining and the rest of the Board voting in favor. A copy of the Resolution is attached to these minutes.

Mr. Norris proposed a motion to cancel the Board meeting scheduled for December 25, 2017, and to post meeting agendas on the RJRD website (in addition to posting them at the offices of the Village and the Township. Mr. Deluca seconded the motion, which passed unanimously in a roll call vote.

Ms. Slifcak moved for the passage of Resolution 8-2017, approving the creation of an ad hoc committee under the Governance Committee to improve external communications, especially in social media and via the Board's website, subject to the external communications policies adopted in 2016. Mr. Norris seconded the motion, which passed in a roll call vote, Mr. Fleming opposed and all other Board members in favor. A copy of that Resolution is attached to these minutes. Mr. Becker appointed Mr. Smith to chair this ad hoc committee.

Ms. Slifcak proposed a motion to adopt the 2017 Board goals described above. Mr. Smith seconded the motion, which was passed unanimously in a roll call vote, Mr. Fleming abstaining.

Upon the completion of new business at 9:13 p.m., Mr. Fleming congratulated Messrs. Norris and Becker, former Board member Mr. McNerney and FoCH members Corey Ringle and Lynn Richardson on what he called their "never surrender" attitude, reading aloud from e-mails from among them dated July 22 and July 23, 2016.

Boy Scout Nicholas Murrin, of Broadview Heights Troop 810, addressed the Board and the audience to mention that he was working on his citizenship project and was grateful that the Board let him witness and take part in these proceedings.

Mr. Becker adjourned the meeting to move to executive session to consider the compensation of a public employee in accordance with Section 121.22(g) of the Ohio Revised Code, noting that no new business should be expected thereafter. Following executive session, the meeting was adjourned at approximately 9:45 p.m.

Presented by:



M. Slifcak Vice Chair

Accepted by:



B. Becker, Chair