



**Special Meeting Work Session &
Regular Meeting Minutes**

Monday, August 10, 2015

*(Meeting Held at the Village of Richfield Town
Hall, Council Caucus Room and Council
Chambers)*

SPECIAL MEETING WORK SESSION

Call to Order:

The Special Meeting Work Session was Called to Order at 5:03 p.m. by the Chairperson Mr. Floyd Ostrowski. Roll Call was taken by RJRD Administrator, Mrs. Bluso Rogers.

In Attendance:

Mr. Bob Becker *(Trustee Mr. Becker arrived at 5:25 p.m.)*
Ms. Kelly Clark
Mr. Rich Fleming
Mr. Ralph McNerney
Mr. Pat Norris
Mr. Floyd Ostrowski
Mr. Bill Taylor *(Not Present, previously arranged)*

Mrs. Debbie Bluso Rogers, Administrator

Also in Attendance:

Mayor Bobbie Beshara
Lucia Hanigosky, Volunteers

Business:

1. Discussion regarding Environmental Design Group Strategy Sessions:

The dates for the session are Tuesday, August 25, and September 1 from 6:00 p.m. to 9:00 p.m. The Administrator and the Chairperson described the scope of work and session activity after a meeting with Mr. Jeff Kerr, EDG. There was a discussion regarding the scope of work and discrepancies regarding some Board Members understanding of the process and scope of work. The Administrator will re-clarify with EDG and will email the Board.

2. Status of the Emergency Repairs:

The status of the emergency repairs on culverts, jetty and scoping manholes, gate repair, open houses and signage were briefly discussed due to the time constraints for the regular meeting.

3. "Timesheets" for Board Members:

Board members volunteering their time on the property need to complete a volunteer log. This log assists with grant writing. The Administrator will forward an electronic version of this form and Board members will need to transcribe the volunteer time from their personal calendars to the RJRD Form.

4. FOCH Building Assignment:

Not discussed.

5. October Event:

Not discussed.

6. Update on the application for Conditional Zoning:

Not discussed.

The Board adjourned the work session at 6:29 p.m.

REGULAR MEETING

Call to Order:

The Regular Meeting of the RJRD Board of Trustees was Called to Order at 6:33 p.m. by Chairperson Mr. Floyd Ostrowski. Roll Call was taken by RJRD Administrator, Mrs. Bluso Rogers immediately following the Pledge of Allegiance.

In Attendance:

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

Mr. William Hanna, Board Legal Counsel
Mrs. Debbie Bluso Rogers, Administrator

Also in Attendance:

Mayor Bobbie Beshara

Business:

1. Approval of Minutes:

There were no minutes to approve.

2. Committee Reports:

a. Budgets & Finance Committee, Chairperson Mr. Norris

No report.

b. Buildings & Grounds Committee, Chairperson Mr. Becker

Mr. Becker stated that the Operating Engineers are continuing their progress with the spring growth, culvert issues, trail cleanup and knocking down “widow maker” trees. Mr. Becker is in the process of mapping out the natural gas feeds. A meeting will be held with the Summit County Engineer to discuss the bridge status on the property

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

A copy of the Richfield Times Magazine press release was distributed to the Board and was submitted on August 6, 2015.

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

Requests for volunteers continue and the committee is working hard to fulfill those requests in order to keep the property safe.

e. Special Revenue Committee, **Chairperson Mr. McNerney**

The Ohio EPA 319 Grant was tabled due to the anticipated low scoring ability for RJRD at this time.

Lynn Richardson will submit the Historic Recognition Pipeline Grant that will help fund the grant writing.

f. Recreation Services Committee, **Chairperson Ms. Clark**

For the month of July, 2015, there were 179 guests. 86 of those 179 guests were Richfield residents or 48%. 92 of those 179 were from surrounding towns; i.e. Bath and Broadview Heights with the top two numbers. The 92 was 51% and 17% or 16 from Bath Township and 22% or 20 from Broadview Heights.

There were others from Akron, Brecksville, Brooklyn, Chagrin, Cuyahoga Falls, Garfield Heights, Hinckley, Independence, Medina, North Royalton, Parma, Rocky River, Seven Hills, Stow and Strongsville. 1 or 1% was from Arkansas.

There is still no fishing until a fish assessment has been completed.

The committee chair met with Mr. Montgomery, Superintendent for Revere Schools and he is looking forward to a tour of the property and discussions for educational opportunities.

Ms. Alice Christie from the Greater Akron Progress through Preservation will be on a guided tour of the Neal and Kirby estate on Monday, September 21, 2015 at 6:00 p.m.

For future discussion, Trustee Ms. Clark suggested that the Girl Scout history and the use of Girl Scout names on the property be evaluated.

Trick or Treat on the Trail will be held on Sunday, October 25, 2015 from 4:00 p.m. to 6:00 p.m.

A big anniversary event is being discussed for July 16/23, 2016. Contact was made with Debbie McKinney to discuss possibilities for future events.

Members of the committee are:

1. Recreation: Ruth Jocek
2. Community & Special Events: Karen Smik, Jen Stencil
3. Eagle Scout Projects Advisor: Judy Sorozak
4. Boy Scouts Advisor: Stephen Morris, Wes Wier
5. Girl Scout Advisor: OPEN
6. Education/History: Lynn Richardson, Jen Stencil
7. Programming: Andrew (Huck) Ford, Jeff Treubig

MOTION made by Ms. Clark and seconded by Mr. Becker to approve \$800.00 from operating funds to purchase a coffee pot.

DISCUSSION: Mr. Becker stated that the Masons had an extra coffee pot and would pursue this as a donation to RJRD.

MOTION WAS WITHDRAWN

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

The Administrator's report included the following:

Gate: The gate is still in the process of being repaired. Setbacks are due to the back order of parts that include the hardware and software to operate the "arm."

Zoning Update: Copies of the August 6, 2015 RTWP Zoning Reports was distributed to the Board. A BZA Application was prepared and submitted on Monday, August 3, 2015.

Legal Counsel stated the need for Resolution 11-2015 that ratifies the filing of an application for a conditional zoning certificate to operate a governmentally owned park in Richfield Township.

MOTION made by Mr. McNerney and seconded by Mr. Becker to authorize **Resolution 11-2015 A Resolution Ratifying the Filing of an Application for a Conditional Zoning Certificate to Operate a Governmentally Owned Park in Richfield Township.**

DISCUSSION: Trustee Mr. Fleming stated that it was improper to take action on a matter after the fact since the application was already made on August 3, 2015. The authorization to proceed should have been done prior to August 3, 2015.

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

Vendor List & Credit: Credit applications are in process and a vendor list is being developed.

Policy and Agreement Review: The Board was emailed RJRD policies and some cooperative agreements. The Board was requested to provide input to the Administrator prior to the August 24, 2015 meeting so the Board may take action on the matter. The FOCH Friends agreement is still in process.

Inventory: The Board was reminded that one of the volunteer events includes the cleaning of buildings and grounds. All items must be included, evaluated and their condition determined as surplus, scrap or part of the inventory. Surplus condition means that the item has some value and disposal is either through donation, auction or to a salvage yard. Scrap means that the item is no value and once inventoried can be discarded through normal waste removal. Board action is **required** prior for all dispositions of items: remain in inventory, scrap or surplus.

Clean Ohio Reimbursement: The Administrator is coordinating the necessary signatures and attachments for the receipt of the Clean Ohio Grant.

Open Appropriation Items: The Administrator provided a status on the appropriations.

On June 8, 2015 a motion was passed to approve \$1K for an appraiser in order to obtain a statement of worth on the buildings. This is still an open item with an available balance of \$1K.

On June 8, 2015 and July 13, 2015 motions were passed approving \$2K for trail cleaning supplies, fence debris removal and \$3K for miscellaneous supplies from Home Depot, Baker Vehicle Supplies North Coast Signs from the operating fund. The Board was informed to bring in any receipts for these items. \$1484.82 has been used and the available balance from these motions is \$3515.18.

On July 13, 2015 a motion was passed approving \$500 for gas and gas containers. One receipt was received and the available balance from this motion is \$484.20.

A total of \$21K has been appropriated for emergency supplies and service to repair roads, culverts and sewers from the Capital Fund; \$2491.60 has been spent with an available balance of \$18,508.84.

A number of action items for the Board were required through motion to pay the following invoices.

MOTION made by Mr. Becker and seconded by Mr. Norris to approve the monthly utility bills from the general operating fund payable to Ohio Edison for \$687.41 and Dominion Gas for \$82.33.

DISCUSSION: None

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

MOTION made by Mr. Norris and seconded by Mr. Becker to approve the Walter & Haverfield invoices in the amount of \$34,977.60 from the Capital Fund and \$1312.50 for "legal services as counsel to the board from General Operating Fund.

DISCUSSION: None

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

3. Friends Report

FOCH stated that they have been communicating the activity by RJRD Board of Trustees on their website. Their major project is restoring the Mill. FOCH is in the process of preparing their presentation regarding the historical signage for RJRD Board approval. A member of FOCH, Lynn Richardson, is working on the pipeline historical registry grant. There is up to \$12K available to hire a grant writer. FOCH reminded all in attendance about the Kirby Birthday Party in September. New members are always sought.

4. Unfinished Business:

None

5. New Business:

Prospective Eagle Scout, Stephen Kimatian, presented plans for a handicap accessible picnic table. Mr. Kimatian requested the Board to accept his drawings and plans for the property and his Eagle Scout project. [Plans were entered into the record]. The Board requested information regarding maintenance free materials for the picnic tables and also if the scout would be raising any funds to offset the costs. The Scout's father explained that maintenance free materials would increase the cost of the table significantly and that raising funds for an Eagle Scout project is not part of the project parameters.

MOTION made by Mr. McNerney and seconded by Ms. Clark to approve \$360.00 to Stephen Kimatian for two (2) handicapped picnic tables as part of Mr. Kimatian's Eagle Scout Project subject to final approval of the plans and all appropriate required signature on all necessary documents for the project to continue to completion.

DISCUSSION: None

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

A representative from a canopy tour company presented a concept proposal to the Board for their consideration. The representative stated that the property is a good location and it is commercially viable. Trustee Mr. Becker will work with the representative and provide data points to map out the canopy tour. Follow-up will continue on the matter and will be included for the master plan.

6. Comments from the Floor:

Resident, Joann Martinak, urged the Board to consider keeping the pool for public use.

Chairperson Mr. Ostrowski stated to all in attendance of the upcoming strategy sessions with EDG to begin the formal process of developing a list of uses for the property and the development of a master plan with the inclusion of various public focus groups. The strategy sessions are scheduled for Tuesday, August 25 and September 1, 2015 from 6:00 p.m. to 9:00 p.m. Complying with the OMA [Open Meetings Act], the meetings are open to the public to observe.

**7. Action Items & Agenda Items for next Regular Meeting, Monday, August 10, 2015
at 6:30 p.m.**

Spending policies and cooperative agreements will be discussed and Board members are to provide comment to Administrator prior to the meeting so a complete and integrated draft is prepared for their discussion and approval.

Continued discussion regarding the Girl Scout connection to the property owned by RJRD.


Adjournment:

MOTION made by Mr. McNerney and seconded by Mr. Becker to adjourn at 7:35 p.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

