



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

Monday, August 24, 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 5:00 p.m. by the Chairperson Mr. Floyd Ostrowski. Roll Call was taken by RJRD Administrator, Mrs. Bluso Rogers.

In Attendance:

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

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

Also in Attendance:

Mayor Bobbie Beshara
Ms. Lucia Hanigosky, Volunteers
Mr. Roger Swan
Ms. Lynn Richardson

Business:

1. Status of the Emergency Repairs: Culverts, Jetting & Scoping, Gate, Open Houses and Signage:

Trustee Mr. Becker provided a verbal report on the emergency repairs.

Bridges are still being assessed.

The Jetting and Scoping has been completed and a report is due to the board within two weeks. The latrines have been mapped and identified. The conditions of the latrines were done and other latrine pumping companies are being sought in addition to DynaAmerican; such as Town and Country.

Forest management information was discussed and Trustee Mr. Becker will obtain the scope of work and contract and will provide it to the Administrator. Administrator will review and discuss with Legal Counsel and advise Board.

Trustee Mr. Becker was in receipt of a proposal for a new waste treatment plant. The proposal was \$280K plus and this will competitively bid. Analysis of the proposal will also include number of buildings served and property use. Legal Counsel, Administrator and Mr. Becker will be involved in preparing the bid documents to ensure legal compliance occurs.

Trustee Mr. Becker is in contact with ODNR to proceed with a fish assessment. The fish assessment is required and necessary before public fishing can be permitted.

2. Discussion of the 2015 Goals per February 16, 2015 Strategy Session to Prepare for EDG Session:

Documents were provided to Board but item was not discussed.

3. FOCH Building Assignment:

Items not discussed.

4. Update on the Application for Conditional Zoning:

The Board's Legal Counsel provided a brief update and the item has been tabled since forming a Zoning Sub-Committee was discussed.

5. Cooperative Agreements and Process:

The Board was reminded of the cooperative agreements [MOU] and policies that were electronically distributed for comment.

Chairperson Mr. Ostrowski stated that he escorted members of the Akron Children's' Museum and the Inventors Hall of Fame around the property. This group is conducting exploratory analysis of possible areas for a location for their museum.

The Board adjourned the work session at 6:30 p.m.

REGULAR MEETING

Call to Order:

The Regular Meeting of the RJRD Board of Trustees was Called to Order at 6:35 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 (*Not Present*)
Mr. Pat Norris
Mr. Floyd Ostrowski
Mr. Bill Taylor

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

The Administrator stated that the financial reports were electronically distributed to the Board prior to the meeting and then reported the following:

The cash balance as of July 31, 2015 is \$2,853,739 with \$191,802 in the General Fund, \$2,344,724 in the Capital Improvement Fund and \$317,214 in the Bond Retirement Fund. Documents required to receive the Clean Ohio Grant are in the process of being complete and signed. Those documents will be forwarded to WRLC who will send to the State of Ohio.

The expenditures for the month of July are \$5994 from the General Fund. There were no expenditures from the Capital Improvement Fund. The General Fund expenditures are identified as: \$1593 Legal Services, \$2795 Personnel, \$734 Office Expenses, \$350 Building Furnishings, \$320 Payroll Services and \$126 for Computer Services [email, computer security, computer technical assistance and administrator computer space].

b. Buildings & Grounds Committee, Chairperson Mr. Becker

Mr. Becker stated that the Jetting & Scoping was completed and RJRD is waiting for the official report. RJRD was in receipt of a proposal for a new treatment plant and the bidding process will be coordinated between Mr. Becker, Legal Counsel and the Administrator. Bridges, latrines and the dams are being assessed. Once assessments have been completed, they will be reviewed and a scope of work will be determined. The Board will then take further action to make the necessary upgrades and repairs on the infrastructure.

There is still no fishing on the lakes due to the absence of a fish assessment. The committee is working diligently with ODNR to get an assessment completed before Fall. Once the assessment report is completed, the Board will take the necessary corrective action and then fishing will be permitted.

The public was reminded that the property has been neglected for a few years; i.e. not routinely maintained for use. The Board is working hard to ensure public safety is met and consequently some uses are not permitted. The public is asked to respect the signs posted. Once these issues are fully resolved for humans and habitat those uses will be permitted. It is paramount that property, lakes, trail, dams, buildings, waster treatment and water are brought up to code. The Board is committed to creating a safe and awesome property for the public.

Discussions are underway with Buckeye Trail Association regarding connectivity and uses on the property.

Cleanup and inventory continue and the information will be forward to the Administrator.

As previously reported there are a number of fence breaches due to fallen trees that are causing dangerous situations and trespassing conditions. These areas are being repaired to ensure safety for the property and the neighbors.

Trustee Mr. Becker suggested that the Board take action to purchase replacement slate tiles for some of the Kirby and Amity since these products tend to be very expensive and difficult to find. Rosby Recycling in Brooklyn Heights has 2000 tiles at \$1 each. Tiles will be stored for future use.

MOTION made by Mr. Becker and seconded by Ms. Clark **to appropriate \$2K to purchase slate tiles.**

DISCUSSION: None

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

Trustee Mr. Becker stated that there were a number of trees that were invasive to the dam structure, dead, dying, diseased or dangerous to public health and well being. TRICO a forestry management company provided a proposal to RJRD and Trustee Mr. Becker suggested that the Board take action on the matter based on the issues aforementioned.

MOTION made by Mr. Becker and seconded by Mr. Taylor to accept the TRICO proposal and then approve the contract with TRICO subject to approval by the Administrator, Legal Counsel and Western Reserve Land Conservancy.

DISCUSSION: None

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

c. Communications Committee, Chairperson Mr. Taylor

No report.

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

Trustee Mr. Fleming stated that there was Requests for volunteers continue and the committee is working hard to fulfill those requests in order to keep the property safe. Mr. Fleming explained that t-shirts or vests were required for twenty core volunteers. This attire will assist with monitoring the property during open times. The Administrator will contact companies to obtain competitive quotes.

MOTION made by Mr. Fleming and seconded by Mr. Becker to authorize in an amount not to exceed \$200.00 for t-shirt type apparel for the volunteers and greeters for approximately twenty (20) volunteers who represent the "core group" of volunteers.

DISCUSSION: None

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

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

No report.

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

Guest statistics will be reported at the first meeting of the month so the next report will be on September 14, 2015.

Ms. Clark reiterated that there is no fishing a fish assessment has been completed.

Trick or Treat on the Trail will be held on Sunday, October 25, 2015 from 4:00 p.m. to 6:00 p.m. and there will be a follow-up discussion with Ohio Horseman's Council regarding an event in October.

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

Chairperson Mr. Ostrowski stated that a sub-committee for zoning be formed at the request and suggestion of the RTWP BZA. It was suggested that Mr. Ostrowski serve as chair of this sub-committee, Mr. Fleming, co-chair and other members include Mr. Hanna and the Administrator.

MOTION made by Ms. Clark and seconded by Mr. Taylor to form a Zoning Sub-Committee under Administration Committee with the following members: Mr. Ostrowski, Mr. Fleming, Mr. Hanna and Mrs. Bluso Rogers with Mr. Ostrowski serving as chair and Mr. Fleming co-chair.

DISCUSSION: None

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

The Administrator's report included the following:

Gate: The rolling gate is operation but the man security gate is still on back order. Training will commence once all of the work has been completed. Any changes to the hours, the Administrator will notify Pinnacle who will return to the property and change.

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.

Policy and Agreement Review: The Board was emailed RJRD policies and some cooperative agreements. The Administrator has reviewed the documents and has made changes. These changes were provided to the board via hard copy and electronic mail. The Board required more time to review and it will be added to the agenda for September 14, 2015.

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 will be getting the appropriate signatures for the reimbursement for the Clean Ohio Grant. It is expected that reimbursement will be received sometime in September.

Friends Agreements: A follow-up meeting was held on Friday, August 14, 2015 with Lynn Richardson to specifically address the individual work plan or annual work plan. A Friends Agreement will be pursued with the Ohio Horseman's Council in care of Molly Eastwood.

It was explained that the FOCH agreement has been discussed with FOCH representatives for the last few months. Another copy of the draft MOU from RJRD was sent to Lynn Richardson who continued working on the agreement in the absence of President Ms. Ringle. There was some confusion as to what MOU the FOCH was in receipt of. There were many items to work out but progress is being made. To address a Trustee's concern about FCOH's frustration, it was repeatedly stated and emphasized that drafts of the original MOU from the RJRD and the various permutations regarding the individual work plan or annual work plan were distributed in May and over the last three months. This MOU is a work in progress and it is hoped that it will be approved by the RJRD Board soon.

3. Friends Report

FOCH stated the MOU draft was distributed to all the FOCH Board Members and they will meet on Sunday to discuss and will provide it to their lawyer for review.

FOCH asked permission to remove the anti-beaver fencing around North house and there was discussion with Trustee Mr. Norris that removal of the beaver lodges was required. FOCH will assist.

FOCH presented a proposal to restore Kirby's Mill which was presented at the last meeting RJRD meeting but there was no action taken by the Board except for the permission for an archaeological inventory of the mill. FOCH has communicated with some expert vintage millwrights but the frontrunner is not available to evaluate the mill until November.

In order to proceed, formal action was required of the board. FOCH requested that a motion be made by the board addressing the following (1) RJRD intends to keep the mill, (2) RJRD will give FOCH the authority to raise funds for the restoration and to hire consultants and (3) FOCH will commit to inform RJRD of all the progress and will work with RJRD after the expert evaluation to define the scope of the project has been developed and then an action plan of work is developed and (4) upon RJRD approval of the FOCH's suggested scope of the project, FOCH will take the plan to potential donors and apply for applicable grants.

MOTION made by Mr. Norris and seconded by Mr. Becker to accept the proposal as presented in that RJRD intends to keep the mill, RJRD will give FOCH the authority to raise funds for the restoration and to hire consultants in a non-exclusive manner, FOCH will commit to inform RJRD of all the progress and will work with RJRD after the expert evaluation to define the scope of the project has been developed and then prepare an action plan of work that will be presented and approved by RJRD so FOCH can plan to find potential donors and applicable grant money.

DISCUSSION: The Board emphasized that anyone else interested in the project would be permitted; i.e. it was not exclusive to FOCH and all volunteers would be welcome. The Board would have final approval of the plans and work.

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

4. Unfinished Business:

None

5. New Business:

MOTION made by Ms. Clark and seconded by Mr. Becker to become members of the Chamber of Commerce in an amount not to exceed \$100.00 that represents an adjustment to the annual fees since membership is in September.

DISCUSSION: None

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

6. Comments from the Floor:

Representative from the Canopy Tours was recognized by the Chair and stated that a proposal is being developed and was available at this meeting for any follow-up questions. The Chair stated that the Board was looking forward to the proposal.

The Chair recognized Ms. Molly Eastwood, Ohio Horseman's Council requesting approval for an October event. Recreational Services will meet with Ms. Eastwood at the conclusion of the regular meeting. The administrator will work with OHC and Ms. Eastwood in developing an MOU and recognizing this group as a friend and partner.

7. Action Items and Agenda Items for the Next Regular Meeting, Monday, September 14, 2015 at 6:30 p.m. with a Work Session at 5:00 p.m.

The policies and the cooperative agreements/memorandum of understanding drafts will be discussed in the Work Session.

8. Executive Session: To discuss pending or imminent court action with RJRD Board's Legal Counsel

MOTION made by Mr. Becker and seconded by Mr. Norris to go into Executive Session at 7:32 p.m. to discuss pending or imminent court action with Legal Counsel.

DISCUSSION: None

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

Also in attendance: Mr. Bill Hanna, Legal Counsel to RJRD Board and Administrator, Mrs. Bluso Rogers

All in attendance was informed that no action would be taken after coming out of the Executive Session; only adjournment.

MOTION made by Mr. Ostrowski and seconded by Ms. Clark to go out of Executive Session at 8:20 p.m.

DISCUSSION: None

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

Adjournment:

MOTION made by Mr. Becker and seconded by Ms. Clark to adjourn at 8:25 p.m.

DISCUSSION: NONE

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

Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board



Richfield Joint Recreation District,
Chairperson

Richfield Joint Recreation District,
Secretary