



Regular Meeting
November 22, 2021

Call To Order: The Board met at the Lodge at Richfield Heritage Preserve. The meeting was called to order at 6:30pm by Anita Gantner, Board Chair.

Installation Of Trustee

Mike Lyons administered the installation of trustee oath to Mike Selig to replace Cindy Lombardo's unexpired term which ends on December 31, 2022.

Roll Call: Jeff Deluca, Anita Gantner, Sandy Apidone, Maureen McGinty, Mark Robeson, Mike Selig

Excused absence: Art Gonzales

Also in attendance: Park Director David Green, Volunteer Coordinator Susan Czaplicki, and approximately 13 attendees.

Work Session

Phase 2 Dam Renovation Change Order:

Representatives from Gannett Fleming joined the meeting via Zoom to discuss the Phase 2 dam renovation change order. Mr. Green stated work has stopped on the Upper Lake dam until this is addressed. Ms. Gantner stated she is troubled by the amount of money called for in the change order. Mr. Becker gave a brief overview of past structural analysis of the dam.

Request for Qualifications (RFQ) for Lodge caterers:

Discussion regarding an exclusive caterer or a list of preferred caterers. Discussion regarding who cleans the Lodge after an event. Mr. Green stated the park has a cleaning contractor that would charge \$235 to the group renting the Lodge. Mr. Green also stated that Shari Green is working on a rental agreement for the Lodge.

Regular Meeting

Approval of Minutes

MOTION by: Ms. McGinty and seconded by Mr. Deluca to approve the October 25 2021 Regular Meeting minutes

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

Standing Committee Reports

Governance:

Ms. Gantner stated board members are required to complete a Sunshine Laws course.

Capital Projects:

Mr. Green stated he has a standing Zoom meeting every Monday with Gannet Fleming, NorthStar, and the Division of Natural Resources

Fundraising/Advocacy:

Ms. Gantner and Mr. Green met with a volunteer interested in grant writing.

Administration Report:

Mr. Green stated he is still filling in for the Admin Coordinator position and will be setting up interviews soon.

Volunteer Coordinator Report:

Ms. Czaplicki reported on projects completed by Eagle Scouts, schools, RHP volunteers, and corporate groups

Friends of Crowell Hilaka Report:

Ms. Ringle reported on upcoming Winter Wonders events, trash and latrine crew, invasive species management task force, and repairs to the exterior of North House.

Park Director Report:

Mr. Green gave updates on the ODNR \$140,000 grant, the Trails Team is compiling a list of issues, concerns and improvements that should be made to the trails and reported on the Treats on The Trails event. Mr. Green stated Maintenance Tech Chris Moore's last day will be December 4, 2021 and shared several of Mr. Moore's duties. Mr. Green stated Kathy Donchess will be stepping down in March 2022. Mr. Green thanked Kathy for her accomplishments and Amy and Dan Huey for their work on the RHP website. Mr. Green reported on Shari Green's accomplishments regarding the Lodge.

Treasurer's Report:

Ms. McGinty reported \$97,600 is left in the Capital Budget, before the change orders.

Special Orders:

None

Unfinished Business:

Ms. Gantner stated the village approved \$30,000 ARP funds towards the ventilation in the Lodge. Ms. Gantner will contact the Township Trustees regarding additional ARP funds.

New Business:

Ms. Gantner read a proclamation acknowledging Bob Becker for the work he has done for the park and his outstanding service and leadership.

Resolution 12-2021

Move to adopt the approval of Change Directive #001, for the Dam Project repairs not to exceed \$40,500

MOTION made by: Ms. Gantner and seconded by Mr. Robeson

DISCUSSION: None

MOTION PASSED BY ROLL CALL VOTE: Mr. Deluca (Yea), Ms. Gantner (Yea), Ms. McGinty (Yea), Mr. Robeson (Yea), Ms. Apidone (Yea), Mr. Selig (Yea)

Resolution 13-2021

Resolution to allow Jim Hardy to compose and distribute an RFP for bids to install HVAC in the Lodge for purposes of improvement of the ventilation system.

MOTION made by: Ms. Gantner and seconded by Mr. Deluca

DISCUSSION: Ms. McGinty asked why was Jim Hardy selected and how much do we pay him?

Ms. Gantner stated Jim Hardy is paid an hourly rate.

MOTION PASSED BY ROLL CALL VOTE: Mr. Deluca (Yea), Ms. Gantner (Yea), Ms. McGinty (Yea), Mr. Robeson (Yea), Ms. Apidone (Yea), Mr. Selig (Yea)

Resolution 14-2021

A motion to authorize issuance of a Request for Proposals for catering and event services to be provided at The Lodge, substantially in accordance with the draft RFP distributed to the Board on November 22, 2021, modified to accommodate proposals for catering services on an exclusive or non-exclusive basis, and subject to the final approval of the Board Chair and Board legal counsel.

MOTION made by: Ms. Gantner and seconded by Mr. Robeson

DISCUSSION: None

MOTION PASSED BY ROLL CALL VOTE: Mr. Deluca (Yea), Ms. Gantner (Yea), Ms. McGinty (Yea), Mr. Robeson (Yea), Ms. Apidone (Yea), Mr. Selig (Yea)

Announcements:

The next Board meeting will be on December 20, 2021

Questions/Comments from the Floor:

Mr. Rustic asked who represents the board for the dam project.

Mr. Becker stated Gannett Fleming is the construction manager.

Agenda & Action Items:

None

Adjournment:

MOTION made by: Ms. Gantner and seconded by Mr. Selig to adjourn the meeting at 8:02PM

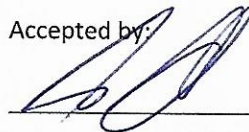
MOTION PASSED: Vote was taken by voice which was unanimous.

Submitted:



Susan Czaplicki, Volunteer Coordinator

Accepted by:



Anita Gantner, Board Chair