



**REGULAR MEETING**  
**MONDAY, JANUARY 22, 2018**  
*(Meeting held at Richfield Masonic Hall)*

**Call to Order:** Meeting was called to order at 6:30 pm by Chairman Bob Becker.

**Roll Call:** Sandy Apidone, Bob Becker, Jeff DeLuca, Pat Norris, Meg Slifcak, Bill Smith, Ralph Waszak, Administrative Coordinator, Judy Soroczak

**WORK SESSION**

**Insurance Presentation - Travis Thompson, Hylant Insurance**

**Revere Health & Wellness 5K/Fun Run**

Dr. Stanton of BWU gave guidelines to have the Color Run portion of event be along the main drive only. Park Services Committee will review the proposed event with the additional Color Run added.

**Contra Dancers/Garfield Lodge**

Rebecca Jones an area Contra Dancer shared the Contra Dance community is interested in assisting with the preservation of Garfield Hall. She stated the hall has potential for volunteers and fundraising via donation box exhibited at regular Contra dances.

**2018 Goals**

Chairman Becker asked the Board to review the EDG Matrix from 2015.

Ms. Slifcak proposed an annual planning summit bringing partners and specialist together for insight into areas of need on the property with a focus on the environmental aspects. The Board agreed to the event with a date for the event yet to be determined.

**Engineer - WWTP**

Mr. Waszak reported the agreement with DLZ was signed earlier in the day. Once a Not to Exceed certification for Phase 1 is received a breakdown of fees would be available.

**Cell Phone Tower**

*Mr. Smith updated American Tower will allow shared use at no cost to RJRD after a first user is on the tower. The RJRD would then receive 30% . Currently there are no users on the tower. Negotiation is still underway regarding the extension of the lease with other possible opportunities being explored.*

**Ratification of Resolution 31-2017**

Due to specific wording instructed by the County Auditor, the resolution we had passed, required rewriting for end of year processing by Fiscal Agent and the county auditor's office. The resolution was revised to reflect the specific text, and as revised was re-executed.

**REGULAR MEETING**

**Approval of Minutes**

***Motion made by Mr. Waszak, second by Mr. Smith to approve Regular Meeting minutes of January 8, 2018.***

***Discussion: None***

***Vote taken by voice to approve minutes: Yea - Unanimous***

***Motion Passed***

**Standing Committee Reports**

**Governance Committee**

**Motion by Ms. Slifcak, second by Mr. Smith to approve payment for additional scope of services to include the following: Assistance with lighting, interior colors, additional site visits, building department plumbing and ventilation information on drawings.**

**Additional Fee: Hourly not to exceed \$2,000.00**

**Revised Total Fee: Hourly not to exceed \$6,500.00**

**Discussion:**

**Vote taken by Voice: Yea - Unanimous**

**Motion Passed**

**Park Operations**

-Mr. DeLuca asked Ms. Apidone and Mr. Waszak to be members of the Park Operations Committee for the year of 2018, both Trustees accepted the role.

-Roofing quotes have been received for several buildings and are under review for final decision.

-Mr. DeLuca proposed going over the specific needs of each building in the next work session. Ms. Slifcak Suggested this be done in a Park Operations meeting with the conclusions to be shared at a Board Meeting work session.

-The Weekend Warriors continue to meet weekly making progress with removing structures and saving wood for recycling use in future repairs of remaining buildings.

-The OOE is scheduled to repair the culvert at the Gemini Cabin on January 25.

-Mr. DeLuca has been working with an electrical contractor in preparation for inspections, and to disconnect the line to Garfield Hall.

**Park Services**

-Ms. Apidone has been speaking with potential advisors to join the Park Services Committee

-She reported that Mr. Fleming passed on his Trustees materials to assist Ms. Apidone in her new role.

**Capital Projects**

As reported in the Work Session.

**Fund Raising**

**Motion by Mr. Norris, second by Ms. Apidone to designate the building located at 4374 Broadview Road as the "Park Office" going forward .**

**Discussion: None**

**Motion Passed** *Vote taken by Voice - Yea: Unanimous*

**Administrative Coordinator Report -**

- Ms. Soroczak shared upcoming events on the calendar, possible new interest of facilities and park use from inquiries made to the office via phone and email.

-Going forward the Board agreed to refer to the former Caretaker Cottage as the Park Office for all documents and referencing.

- Inquiry regarding an additional credit card for office use will be discussed at the Governance Committee meeting.

**Treasurer Report - Attached**

**Special Orders - None**

**Executive Session**

**Motion by Ms. Slifcak, second by Mr. Norris to move into Executive Session to consider the compensation of a public employee per ORC 121.22(g) at 7:53pm**

**No Discussion**

**Motion Passed** *by Roll Call Vote: Yea- Unanimous*



Chairman Becker announced there would be formal action taken following the Executive Session.

**Board returned from Executive Session at 8:07pm by motion to reconvene made by Mr. Norris second by Mr. Smith.**

**Discussion: None**

**Motion Passed** by Roll Call Vote taken in Executive Session Yea - Unanimous

#### Unfinished Business

**Motion by Mr. Smith, second by Ms. Slifcak to approve the request for Highland Girl Scout Day Camp, sponsored by the Girl Scouts of Northeast Ohio to be use the Richfield Heritage Preserve on July 23-27, 2018, without archery.**

**Discussion: None**

**Motion Passed** Vote taken by voice: Yea - Unanimous

**Motion by Mr. Smith, second by Mr. Norris to have the Governance Committee of the RJRD be assigned the task to recruit a Fiscal Agent with the appropriate qualifications for hiring, if possible prior to the end of the fiscal quarter on terms commensurate with experience and what the market bares for those services.**

**Discussion: None**

**Motion Passed** Vote taken by voice - Unanimous

#### New Business

**Motion by Mr. Norris, second by Mr. Smith for ratification replacement of Resolution 31-2017 A RESOLUTION AUTHORIZING THE SUMMIT COUNTY AUDITOR TO APPROVE TAX ADVANCES -- ANTICIPATED TAX REVENUES --FOR 2018 passed at the December 11, 2017 meeting.**

**Discussion: None**

**Motion Passed** Vote taken by voice - Yea - Unanimous

Ms. Slifcak announced the Maintenance Tech position will advertised in the Richfield Times in the February 1, 2018 edition. A part time position up to 24 hours per week under the direction of Jeff DeLuca, Park Operations Chairman.

Ms. Slifcak, confirmed Mr. Norris and Mr. Smith as members of the 2018 Governance Committee.

#### Partner Reports

**FOCH** - Corey Ringle inquired about architectural questions posed at the prior meeting. Mr. Waszak Replied he will be working through the items with Gannett Fleming and FoCH. Ms. Slifcak clarified FoCH is paying for the architectural needs of the Kirby Mill. Mr. Waszak said we are still waiting to hear from the

ODNR before we can go forward with anything at this point.

**OHC**- Possible signage for the trails was presented to the Board and for Park Services recommendations.

#### Announcement

Professor Waynerker from CSU will be presenting findings from the Oviatt House dig at the United Church of Christ on February 20. Due to the length of the presentation the event, the RJRD had reached out to FoCH to assist in hosting the event in conjunction with the RJRD.

Mr. Becker welcomed Councilperson Healy as our 2018 Village Representative.

Agenda Items for February 26, 2018 Meeting

Park Operations - Roofs

*Motion to Adjourn by Mr. Smith, seconded by Mr. Norris*

*Meeting Adjourned at 8:32 pm*

*Motion Passed - Vote taken by voice - Yea - Unanimous*

Respectively Submitted by:

Accepted by:

 Date 2-26-18  
Judy Soroczak, Administrative Coordinator

 Date 2-26-18  
Bob Becker, Chairman

\*Abbreviations:

BTA - Buckeye Trail Association

BW - Baldwin Wallace University

CVCC - Cuyahoga Valley Career Center

CVNP - Cuyahoga Valley National Park

EDG - Environmental Design Group

MOU - Memorandum of Understanding

ODNR - Ohio Department of Natural Resources

OOE - Ohio Operating Engineers

OHC - Ohio Horseman's Council

RFQ - Request for Qualification

WRLC - Western Reserve Land Conservancy

WWTP - Wastewater Treatment Plant



Friends of Crowell Hilaka  
Report to the Richfield Joint Recreation District  
Monday, January 8, 2018

**Invasive Species Management Task Force:**

A group of professionals gather by Beth Sanderson, FoCH Vice President had their first meeting Saturday, January 6, 2018, with the goal of establishing a preliminary organizational structure. The group includes the president of The Ohio Invasive Plant Council, Jennifer Windas, Heather Stehle from Crane Hollow State Nature Preserve, Eddie Dengg, Dr. Chris Stanton, Dr. Carrie Todd, Dr. Randy Mitchell, Akron University professor who runs the Bath Nature Center Field Station. This task group will help advise the park board on a comprehensive management plan which incorporates the work by Adam Beichler, who created the woodland management plan.

**Crowell Hilaka Sing Along:**

In an effort to continue to connect with camp alumni, FoCH hosted our second sing along. It was well attended and attendees not only enjoyed singing and fellowship, but learned how they may get involved to support the future of Richfield Heritage Preserve.

**Upcoming Presentations:**

**"The Elusive Mr. Kirby"** by FoCH Historian Lynn Richardson: Wednesday, January 10th at 6:30pm at the Richfield Library.

**"Thru-Hiking the Buckeye Trail: Things That Will Change the Way You See Ohio"** by Andy "Captain Blue" Niekamp: Tuesday, January 16th at 7:00pm at the Richfield United Church of Christ.

**Projects:**

**Fundraising and Programming:** are already covered in the existing MOU. Since it is not an exclusive function of FoCH, would it be reasonable to submit proposals for individual projects (similar to Kirby Birthday Party, Interpretive Signs, etc.)?

**Volunteer management:** An alternative volunteer management arrangement has been proposed. We are working to integrate that into the proposal summary that was sent out Monday, January 1st.

**The Kirby Mill Restoration Project:** is an integral part of the dam repair. We would like to reach out to the structural engineer and architect that consulted on the project in 2016. Before we reach out, we would like to present the work that has been done so far, and get the park board's input on possible options.

