



RICHFIELD JOINT RECREATION DISTRICT
MINUTES OF REGULAR MEETING BOARD OF TRUSTEES

MONDAY, April 22, 2019

Meeting Held at Richfield Masonic Hall

1. Mr. Becker called the meeting to order at 6:30 p.m.
2. After the Pledge of Allegiance, Ms. Soroczak called the roll. All Board members were present.
3. Work Session

(a) Memorial Trees. The Board was approached by the Western Reserve Land Conservancy with a request for the installation of a memorial tree at the park in honor of a deceased Park supporter. Mr. Becker noted that the Board does not presently have a policy for responding to such requests, and the Board discussed some of the issues presented by such requests. Mr. DeLuca mentioned that Cleveland Metroparks generally requires some financial bequest as part of memorial tree requests, since trees require care and attention in their first three years and since the RJRD does not have either staffing or funding to cover that care. After considering the issues and alternatives (including requesting memorial funds for the maintenance of the "champion" oak adjacent to Kirby House as an alternative to planting new trees in a park already full of trees), Mr. DeLuca suggested some criteria that might be useful to apply to future requests for memorial trees, including whether the trees to be planted are native species, where the trees might be planted and whether the memorial would include a plaque (which, according to Mr. Becker, would not be permitted in the Clean Ohio portions of the Park). Mr. Norris mentioned that Spif's Garden might serve as a template for future memorials within the Park.

(b) Memorandum of Understanding with Friends of Crowell Hilaka. Mr. Gonzales reported on his completion of a revised version of the Memorandum of Understanding ("MOU") with Friends of Crowell Hilaka ("FoCH"), incorporating comments from Board members and from RJRD's counsel, Bill Hanna, addressing such topics as the joint development of a work plan and of "Work Project Plans" for each specific project contemplated by the work plan, and dealing as well with ownership and permitted usage of intellectual property each party may develop in connection with its work at the park.

(c) Volunteer Coordination Report. Technical difficulties prevented the presentation of this report, which was postponed to a later meeting and better technical fortunes.

(d) Maintenance Technician. Mr. DeLuca reported that four qualified candidates had responded to the advertisements for this position he had placed in local newspapers, and that each candidate would be interviewed shortly, with a view to making a hire during the first week of May.

(e) Water Wells. Mr. DeLuca reported that the four active wells serving the park will, in view of the pending performance of the renovation of the wastewater treatment plant, become essential to the enhanced public use of the park, and mentioned that he had approached Burgess & Niple, an engineering firm with considerable experience at water systems and related work, to evaluate the wells and their pump systems and to test the water that each produces in order to confirm compliance with EPA standards for public consumption. The Burgess & Niple proposal includes alternatives for the timing and scope of the study, positing that it could be performed in phases or in a single tranche; in the latter case the proposed cost would be approximately \$20,600. After reviewing the scope and timing of the

study and the qualifications of Burgess & Niple, Mr. Becker requested that Mr. DeLuca secure another bid or bids for the well study in order to ensure compliance with Board purchasing standards.

4. Regular Meeting.

(a) Approval of Minutes. The minutes from the February, March and April 1, 2019, meetings were approved by unanimous voice vote.

(b) Standing Committee Reports.

(i) Ms. Slifcak reported on the Governance Committee's efforts, with the guidance of Board counsel Bill Hanna, to revise the Board's by-laws. The occasion for the proposed revision arose when, after Tim Clymer succeeded the Village as the fiscal agent for the RJRD, questions had arisen regarding the proper procedure for the preparation and execution of checks, in particular whether Board checks required signature by two Board officers and whether the fiscal officer (who is responsible for the preparation of Board checks) should also be empowered to sign the checks he prepares. The revised by-laws would clarify that issue and would address such other issues as the scope and nature of the officers' responsibilities and the requirements for calling a special meeting of the Board. After discussion of those and related issues, the Board determined to return the proposed revisions to Governance for further discussion. Ms. Slifcak also reported on the rules for boating in the upper lake, which Governance had prepared and had approved in its most recent meeting. Those rules (which prohibit the use of motorized craft, require that users be at least 18 years old and forbid launching watercraft from vehicles) were discussed by the Board and, on a motion from Mr. Gonzales, were unanimously approved and adopted by the Board.

(ii) Mr. DeLuca reported on Park Operations' activities, which included the completion of chimney and fireplace repairs at Kirby and at Gemini, the installation of electric lines and conduit along the southwest side of the park, the installation of a culvert along the high-tension lines, the removal of many downed trees occasioned by storms and the pending completion of an equestrian-ready parking lot by the Oviatt Road entrance to the summer barn. Mr. DeLuca also reported that he reached a tentative agreement with Baker Equipment, a long-time park vendor, to exchange some unused equipment purchased by the Board at the park's outset and not used since (consisting of a snow-blower and snow-plow attachments for the park's Ventrac tractor, as well as rake and finish-mower attachments for the same machine) for a much-needed used 72-inch mower. The Board commended Mr. DeLuca for a useful arrangement, and Mr. Becker reminded the Board that since the items to be exchanged constitute government property a legal review of the structure for their disposition is necessary. Mr. Norris moved to approve the proposed exchange, subject to legal review and approval; the approving motion was passed unanimously.

(iii) Park Operations. Ms. Apidone's committee is working on signage to reflect the upper lake boating rules approved as described above.

(iv) Capital Projects. Mr. Smith mentioned that contracts for the performance of the lower dam repair and the wastewater treatment plan renovations have been signed.

(v) Fundraising. Mr. Gonzales reported that he has recruited two experienced fundraising professionals to serve as committee members and that with their input the committee is working on a "case statement" consistent with the proposed "mission/vision statements" being developed by the Governance committee which will facilitate an orderly and consistent approach to potential donors and grant-issuing agencies. Mr. Gonzales also mentioned that the committee has expressly invited FoCH to join as a member in order to coordinate all park-related fundraising activities, and noted another

pending committee meeting solely to address and discuss thoughts and concerns with FoCH on fundraising matters. Since fundraising needs will be dictated by the Board's priorities for specific projects, Mr. Gonzales requested that each Board member rank future projects in terms of immediacy and importance.

(vi) Administration Report: Ms. Soroczak mentioned that Jim Hardy donated \$100 to the Board for the acquisition of a coffee-maker and related equipment for the park office, that Mr. DeLuca and Ms. Slifcak attended Sunshine Law training, that use agreement applications have increased since last year, that Cleveland State University will conduct archaeological studies in May, at a location within the park approved by Western Reserve Land Conservancy and that a "Girl Scout Warrior" event is scheduled for the park in May.

(vii) Volunteer Coordination: Numerous groups assisted with storm clearance and related activities in the Park; Richfield Cub Scout Pack 3387 built a new latrine that can only be described as "lovely", and members of the University of Akron's chapter of Phi Delta Theta removed a different, unlovely, latrine from another location within the park. Volunteers removed downed or damaged trees from approximately 20 locations around the park.

4. New Business

(a) On a motion made by Mr. Gonzales and seconded by Ms. Slifcak, a resolution authorizing the execution of the revised MOU with FoCH was passed (Ms. Apidone abstained).

5. Partner Reports

(a) Ohio Horseman's Council reported that it has re-routed trails around the waterfall with Clean Ohio approval, and that it is contemplating a possible historic ride through the park in conjunction with FoCH.

(b) FoCH reported that it has issued its annual report, describing its financial status, income and park-related accomplishments, that it has paid for the installation of a new roof on Kirby's Mill, that it has formed task forces on invasive species in the park and to evaluate the stabilization of the park's historic buildings, and that it is pursuing a grant from Dominion Energy to fund historic/educational signage within the park to be coordinated with Park Services. On a motion made by Mr. Norris, duly seconded and adopted unanimously, the Board authorized FoCH to make such application.

^ Adjourned. The meeting was adjourned at 8:40.

Submitted by:

William Smith Date: 8-28-19
William Smith, Secretary

Accepted by:

Bob Becker Date 8-28-19
Bob Becker, Chairman