



Regular Board Meeting

Monday, December 17, 2018 6:30 pm
(Meeting held at the 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, Bill Smith,
Administrative Coordinator, Judy Soroczak Excused Absence - Pat Norris, Meg Slifcak, Ralph Waszak Jr.

Approval of Minutes:

Motion made by Mr. Smith, second by Mr. DeLuca to approve Regular Meeting minutes of November 26, 2018.

Discussion: None

Motion Approved Vote taken by voice: Yea - Unanimous

10.22.18 Regular Meeting Minutes Pending

Standing Committee Reports

Park Services: Sandy Apidone

Motion by Mr. DeLuca, second by Mr. Smith to approve the Park Services meeting minutes of August 16, 2018.

Discussion: None

Motion Approved Vote taken by voice: Yea - Unanimous

Ms. Apidone announced the RJRD's participation in a Snowbird Festival which will be held at the RHP. The event will be hosted in conjunction with the Richfield Township and Richfield Village to be held on Sunday, February 10, 2019 from 1:00 pm - 4:00 pm. More details will be announced soon.

Administrative Coordinator Report - Attached

Volunteer Coordinator Report - Attached

Mr. Smith proposed resolution 16-2018 to authorize approval to start the bidding process for the lower lake dam improvements and rearmouring pending ODNR and other governmental permissions without further resolution by RJRD.

Motion by Mr. Smith, second by Ms. Apidone to approve
Resolution 16 - 2018

a resolution authorizing competitive bidding for Richfield Heritage Preserve Lower Lake Dam improvements.

Discussion - None

Motion Approved Vote taken by voice Yea - Unanimous

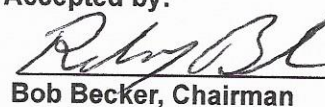
Adjournment

Motion to Adjourn by Mr. Smith, second by Mr. DeLuca
Meeting adjourned at 6:43 pm

Submitted by:

 Date 1-7-19
Judy Soroczak, Administrative Coordinator

Accepted by:

 Date 1-7-2019
Bob Becker, Chairman

RESOLUTION NO. 16-2018

A RESOLUTION AUTHORIZING COMPETITIVE BIDDING FOR RICHFIELD HERITAGE PRESERVE LOWER LAKE DAM IMPROVEMENTS

WHEREAS, the Board of Trustees in 2018 adopted Resolution 09-2018 and subsequently entered into a Professional Services contract with Gannett Fleming, Inc., to prepare design specifications, plans and calculations for the repair and re-armoring of the lower dam located at the Richfield Heritage Preserve prior to the competitive public bidding for the performance of the work contemplated thereby;

WHEREAS, the plans and specifications have been completed and have been submitted for review and approval by the governmental authorities responsible for the performance of the work, including the Ohio Department of Natural Resources ("ODNR"); and

WHEREAS, the Richfield Heritage Preserve Lower Lake Dam Armoring and Improvements Project (the "Project") is a public improvement the cost of which will exceed Fifty Thousand Dollars, and pursuant to Section (e) of the Richfield Joint Recreation District Contract Authority and Bid Policy adopted effective September 14, 2015, requires prior authorization by a Resolution of the Board,; and,

WHEREAS, Ohio Revised Code Section 755.29 requires the Board, before entering into any contract for the performance of any work costing more than Fifty Thousand Dollars (\$50,000), to adopt plans and specifications and forms of bids for such work, and to distribute the same among bidders; and,

WHEREAS, subject to its receipt of ODNR approval of the plans and specifications for the Project, this Board wishes to move forward with competitive bidding for the Project, consistent with Board policy and all applicable legal requirements.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Richfield Joint Recreation District, County of Summit, State of Ohio:

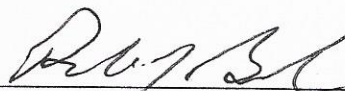
SECTION 1. Upon receipt of ODNR approval, the RJRD Chairman is authorized and directed to publicly advertise an Invitation to Bid for the Richfield Heritage Preserve Lower Lake Dam Armoring and Improvements for a period of not less than thirty (30) days, to take sealed bids, to publicly open all such bids received by the deadline, if any, to evaluate all bids received, and to make recommendation to the Board for determining the lowest and best qualified bidder, if any, or to make any other such recommendation to the Board as is in the best interest of the RJRD.

SECTION 2. That this Board finds and determines that all formal actions of this Board concerning and relating to this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that


RESOLUTION NO. 16-2018

resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. That this Resolution shall be in full force and effect from and immediately upon its adoption.



Chairperson, Richfield Joint Recreation District
Board of Trustees



Secretary, Richfield Joint Recreation District
Board of Trustees

DATE PASSED: December 17, 2018



Administrative Coordinator Report
November 26, 2018
JUDY SOROCZAK

Administration:

Trustee Jeff DeLuca reappointment by the Township for the term of 12.31.18 - 12.31.2021

Certificate of Occupancy has been received for the Park Office for the occupancy of 27

The RJRD has gathered the 3-Rs to rekindle the Snowbird Festival on Sunday, February 10, 2019; The event was previously held annually by Richfield township but not since 2011. Leadership from the 3 communities held a meeting to discuss the event being supported together at the RHP. The gathering resulted in a warm and positive collaboration of ideas and shared interest.

Website: New website is under construction and moving along well; targeted for completion end of January

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**Park Operation:**

Gate Operation: Open at 7:30am - Close 6:00 pm

\*Gate has been repaired, winter conditions affecting gate to malfunction

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Use Agreements:

2019 to include:

June Wedding, Ultra Run, Scout camp, more BSA camping at High Lea, Clam bakes

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**Upcoming Events at Gund Hall:**

- February Cub Scout Pinewood Derby
- February 9, February 10, 2019 Snowbird Festival 1:00 -4:00 pm at RHP

The Office will be closed from 12.20.18 - 01.02.18 for administrative services.

*Weekly Work/Task Plan ongoing: (Subject to change hourly)*

*Daily: Emails, Trustee request, follow ups, research.*

Monday: Meeting prep, minutes and doc follow up, board packet prep:Field weekend calls or needs

Tuesday: Reconcile, scan, post invoices deliver to Finance for payments; Complete minutes

Wednesday: Work with Use Agreements, Public Records file or complete other task set up

Thursday & Friday: Project or topic of the week, weekend event prep,



### **Richfield Heritage Preserve Volunteer Coordinator Report**

Filled holes in various locations on the road, parking lot, and in front of the Pack Out Building.

John Meaden completed his Eagle Scout projects - Summer Barn entrance sign and firewood storage.

Set up and removed Winter Wonders decorations at Gund.

Moved 21 cinder blocks from Gund to the saw mill.

Removed barberry near Fernwood.

Installed a foot bridge along Crescent Trail.

Cut trees that fell onto the fence along Route 303 and along the Bridle Trail near the Challenge Course.

Cleaned and prepped Gund for Cub Scout Holiday Party.

Cleaned and prepped the Park Office for move in.

Submitted by Susan Czaplicki

December 17, 2018