

**RECORD OF PROCEEDINGS**  
**REGULAR COUNCIL MEETING MONDAY JUNE 4, 2007 – 7:30 P.M.**  
**MAYOR MATTHEW E. BRETT PRESIDING**

**MEMBERS PRESENT:** Dishong, Flaiz, Koons, Porter and Wolfe  
**MEMBER ABSENT:** Binder  
**OFFICIALS PRESENT:** Building Commissioner Hocevar, Police Chief Wetzel, Solicitor Ondrey, Fiscal Auditor Lechman (left at 7:45 pm), Fiscal Officer Romanowski  
**OFFICIALS ABSENT:** Street Commissioner Johnson, Engineer Foley  
**GUESTS:** Chuck Kadun, CT Consultants; James Stotter, Chillicothe Road; Dick Baker, Waverly Lane; Joan Rusek, Sun News; Sue Reid, CVT

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the Flag. Fiscal Officer Romanowski read the roll. Councilman Binder was absent. Councilman Koons moved to waive reading and approve the minutes of the May 14, 2007 Regular Council Meeting, seconded by Dishong. Roll call – ayes, all. Motion carried. Councilman Koons moved to waive reading and approve the minutes of the May 14, 2007 Public Hearing, seconded by Dishong. Roll call – ayes, all. Motion carried.

**MAYOR'S REPORT:** Mayor said there is a time slated for the first informational resident meeting which is set for June 26<sup>th</sup> at 7:00 p.m. at the gymnasium at Gurney School. There is a letter that is going to go out to residents that would be effected by this. The meeting will include a potential update from State Senator Tim Grendell regarding what is new on the legislative side of the septic issue. It is unlikely Senator Grendell will be in attendance but he will provide the information which will be passed on to the residents. Bill Wendell from the Geauga County Health Department will be present to give information regarding septic issues as well as Gus Saikaly from Geauga County Department of Water Resources. The scope of the project would include Sun Ridge down to and including Snyder Road and Champion Lane and then from the end of Bellwood up to Maple Hill and just past that on Bell. One of the steps in the process would be to do a preliminary engineering study to get a grasp on soil types, topography, etc. The estimated cost for that step would be between \$20,000-\$30,000 for part of the Village or \$30,000-\$35,000 for all of the Village that does not yet have sewers. The Department of Water Resources would front the responsibility of that cost, however, they need the Village to be responsible in the case that the sewer project does not occur. Maple Hill has already said they want to be part of the project. Lake Louise said they probably would like to be part of the project. Whether or not the sewers are done now, the sewer study will have to be done either way and there is no shelf life to the study. This would be an investment into something that will need to occur sometime down the road. Wolfe introduced an ordinance authorizing the agreement with the Geauga County Water Resources Department that the Village of South Russell will reimburse for the cost of the preliminary engineering study in the event that the project does not go forward and not to exceed \$35,000. Koons made a motion to waive further readings, seconded by

Wolfe. Roll call, ayes, all. Motion carried. Wolfe moved to adopt, seconded by Koons. Roll call – ayes, all. Motion carried. Ordinance 2007-27.

Mayor informed Council that he attended Congressmen LaTourette's Elected Officials Conference in Washington D.C. on May 17<sup>th</sup> and 18<sup>th</sup>. Mayor attended this conference with Councilmen Koons and Flaiz. Mayor feels the sessions were not as good as last year but it is good to be plugged in with the networking. Councilman Koons said it was good to hear how other local officials found solutions to problems. Councilman Flaiz said he got a lot out of the wetlands talk.

Mayor told Council that he had the fortune of attending the Daisy Scout Troop #677 function at Village Hall. They planted flowers at Village Hall and made a donation for those flowers. The troop also presented a flag to the Mayor which is to go to the Show Your Colors program.

Mayor informed Council that there was an article in the Chagrin Valley Times with regards to public records requests which stated that Fiscal Office Danielle Romanowski did exactly what she was supposed to do when she received a public records request.

Mayor reported that the Village was recently awarded a Nature Works grant in the amount of \$7,105. The Village requested \$13,688 and can request to be considered in Round 14 of the funding for the difference of \$6,583, which the Village will do.

Mayor told Council that the Muggleton property closed on May 17, 2007 for the 77 acres and the Village will have to close on the other 10 acres some time in the near future. Mayor wanted to have a closing celebration but he has been delinquent in putting that together. Mayor has two volunteers, Koons and Dishong, who said they would work on putting that function together.

Mayor said there is a Planning Commission meeting June 21<sup>st</sup>. They will continue working through the process of the Comprehensive Plan as it pertains to the northeast quadrant.

Mayor stated that the Farmers Market is off to a great start. Farmers Market has a meeting Tuesday, June 5<sup>th</sup> at Village Hall.

Mayor would like to go into Executive Session for a personnel matter.

**FISCAL OFFICER'S REPORT:** Fiscal Officer Romanowski reported that she is working on getting everything done before her vacation which includes the weeks of June 11<sup>th</sup> and 18<sup>th</sup>. She will be back on June 25<sup>th</sup>, the day of the next Council meeting.

Fiscal Officer informed Council that she went out to the Geauga County Auditor's office and met with Beth McCaffrey and County Auditor Tracey Jemison. They discussed the budget process and were very informative and helpful to her.

Fiscal Officer told Council that the Village will need an ordinance passed this evening for the Walter Drane codification changes. Fiscal Officer said changing the wording in the codification from Clerk and Treasurer to Fiscal Officer and Fiscal Auditor cost more than expected and there was not enough money to put the codification online this year, but the finance committee plans to put in the budget for next year. Flaiz said he would really like to see the Finance Committee budget to put the codification online in 2008.

As Tax Administrator, Fiscal Officer referred to her report distributed to Council and said the Village is up quite a bit from last year which has a lot to do with the business canvas done last fall.

**FISCAL AUDITOR'S REPORT:** Fiscal Auditor Lechman didn't have a May report as it is only June 4<sup>th</sup> and the bank reconciliation, etc. is not yet complete.

Fiscal Auditor reported that in regards to the safe deposit box, there is nothing in the box at this time. Fiscal Auditor has the contents of what used to be in the box which includes deeds, titles, and pictures. It was decided to put the contents back in the safe deposit box and start storing computer backups in the box as well.

**ENGINEER'S REPORT:** Chuck Kadun from CT Consultants was in for absent Ned Foley. Mr. Kadun referred to the Chelsea Court Status Report distributed to Council.

Chuck Kadun informed Council that regarding the road program, Kokosing Construction was the low bidder with a bid of \$122,667.50 on the base and the alternate bid of \$34,917.50. Mr. Kadun said that there has been a big increase in prices of asphalt due to the increased oil prices. The recommendation is to go with the base bid only. A preconstruction meeting has been set for Friday morning with Kokosing on the presumption of an award to Kokosing Construction.

Dishong reported that the budget for the road program was for \$115,000 but that includes \$20,000 for crack sealing which actually cost \$24,975. Therefore we are \$32,543 off budget. It was decided to that Council would have to approve an ordinance accepting the base bid. Dishong said we need to go back to a decent road program with good maintenance of our streets. If the Village doesn't keep up with the road program, it is going to cost more later. In the past the road program budget was approximately in the \$200,000 to \$230,000 range which keeps the Village on track. Porter said his committee would like to eventually get back to striping the roads every year. Dishong said that with plowing, etc. it takes a lot of the reflection material out of the stripes and causes a safety issue. Mayor said that he has discussed this issue with Street Commissioner Johnson and tried to cut the budget other places but there is nothing to take. The Village budgeted too low for the road program and road striping this year. Mayor and Street Commissioner thought about not doing road striping this year but concluded that the Village historically has made the decision that the roads are held to very high standards. Mayor said not doing the striping program this year doesn't seem like the right thing to do from a safety prospective. Dishong said that the Village used to be able to piggyback with the County on the road striping program but the county has done away with that practice so it is

going to cost the Village more. Dishong introduced an ordinance accepting the bid of Kokosing Construction with a base bid of \$122,667.50 and authorizing the Mayor and Fiscal Officer to enter into a contract with them for this road project. Dishong moved to waive further readings, seconded by Porter. Roll call – ayes, all. Motion carried. Dishong moved to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. Ordinance 2007-28.

**BUILDING COMMISSIONER’S REPORT:** Building Commissioner Hocevar told Council that he went through the Milbar property with the owner and Fire Prevention Officer Chuck Huddleston. The owner is still searching for a potential buyer for the property. Building Commissioner did issue a citation for the grass which they did take care of.

Building Commissioner reported that his department has sent out eight letters in reference to grass cutting issues – two have still not complied. Building Commissioner is responsible for the enforcement, but Council has to approve proceeding with addressing the issue with the residents. The Village can hire someone to cut the grass and then those costs would be added to the resident’s tax bill. Dishong asked Building Commissioner to call the residents again and then call Dishong if Building Commissioner doesn’t get a response. Flaiz made a motion to allow the Building Commissioner to move forward with the process, seconded by Koons. Roll call – ayes, all. Motion carried.

Building Commissioner informed Council that Wednesday June 6<sup>th</sup> there is going to be a Zoning Board of Appeals meeting in reference to a fence on East Bel Meadow. This is for a 1 foot variance on a fence; it is for 250 foot of 5 foot wood fencing. Building Commissioner said this is an excessive amount of fencing and possibly the Zoning Board or Planning Commission could look into putting guidelines on fencing.

**POLICE CHIEF’S REPORT:** Police Chief Wetzel reported that his department has received several thank you notes recently. Police Chief feels the residents believe his department is doing a good job.

Police Chief reported the new Ford Expedition is complete and in service and was in the Blossom Time parade. Police Chief has received positive comments from residents as well as the department. Police Chief informed Council that the new 2008 Ford Crown Victoria came in earlier than expected and is currently being set up. It should be in service in the next seven to ten days.

Police Chief told Council the painting of the interior portion of the station is complete and Swift Painting did a good job.

Police Chief also informed Council that last week one of the Village’s officers was called on a mutual aid call to Russell Township. Russell Township had a suspect they were arresting and taking into custody on a warrant. The subject was resistant and uncooperative. The South Russell officer pulled out his taser and explained what the next step in the process would be. The subject gave up instantly, put his hands behind his

back and was arrested. Council was pleased that the threat of the taser alone was enough to get the suspect to comply.

**STREET COMMISSIONER'S REPORT:** In the Street Commissioner's absence, Dishong reported that the Service Department will be doing some ditch enclosure work at 1360 Bell Road. The department is doing the work themselves so the cost is minimal.

Dishong informed Council that the Service Department has received 31 job applications. Street Commissioner will narrow the applications down and then the committee will start going through the remaining applications for the hiring process.

**SOLICITOR'S REPORT:** Solicitor Ondrey had no report.

**COMMITTEE REPORTS:** Flaiz had no report.

Porter reported that his committee is reviewing two different group ratings that they have received for Bureau of Workers' Comp third party administrator; the Ohio Municipal League which the Village has used in the past as well as Comp Management. Comp Management projects 50% savings at a cost of \$1,117; Ohio Municipal League projects a 40% savings at a cost of \$1,188. His committee will continue to review these rates and they plan to have a recommendation at the June 25<sup>th</sup> meeting.

Porter told Council the new Village Hall stairs are in and complete.

Wolfe wanted to inform Council that the Police Department painting is done as well as the Village Hall steps. The painting of one side of Village Hall will be done soon.

Dishong informed Council that the Village has an official proclamation for Detective Sergeant Ferrell for his outstanding work in the Cameo C.C. coin theft case. It will be framed and presented to Det. Sgt. Ferrell at the next Council meeting on June 25<sup>th</sup>.

Dishong referred to an information sheet distributed to Council regarding the purchase of the Spillman software program for the Village. This is an opportunity for the Village to join in with the software through the county that the resident's taxes are already paying for. Dishong said he believes this is a platform for the future. The county will continue to advance the software with things such as GPS capability, etc. Dishong said his committee thinks this makes a lot of sense. Dishong is asking for Council to approve a motion to authorize into an agreement with Spillman at a cost of \$4,214. There is a timeframe for this because we have to let the county know by the middle of June whether we are on board or not. If the Village doesn't take advantage of it now, it would cost the Village too much to do own our own down the road. The Sheriff's Department would get the software up and running and then the municipalities would join in. Dishong said his committee is trying to be proactive – that the Village doesn't have to make a change or implement the software until we are ready to. The data would be stored at the Geauga County Safety Center which is a facility that could withstand tornadoes, etc., and he believes it would be a better overall place to store the data. Flaiz said the county will

have two mirrored servers for backup so even if the Safety Center blew up, there will still be another server with the same information. The Village wouldn't miss a beat and the Village officers would be able to still get on the system and the information would be there. Mayor said the software is contracted through the county and Spillman software has the tech support group. Koons asked how this would effect our relationship with Chagrin Falls as far as fire and emergency services. Dishong replied that South Russell is the only one using PITS and Chagrin doesn't care what we are using in terms of our incident dispatch. Flaiz said that the Village would still use our Computer Aided Dispatch (CAD) program that we use with Chagrin Falls – that is a separate application. This software is just keeping reports and our record keeping and eventually the transition to the Village's Mobile Data Terminals (MDT), and accessing records from the cruisers. Flaiz stated that what we use with dispatch is a separate program that we will still have with Chagrin Falls. Dishong said we are unique in that we have feet in both camps. We are Geauga county and where it makes sense, we want to take advantage of a benefit there, but we are tied for dispatch to Chagrin and we don't want to impact that at all. This is not any diminishing of what Al Randall has done for the Village in regards to the software, it is purely that his committee is trying to look more strategically at a bigger platform then just ourselves. Flaiz said the concept is that the Village will have no ongoing costs into the future. Mayor stated that this is not something the Village qured up, but it presented itself. The county is offering it to all the entities in the county and it appears that most, but not all, are going to go with it. Mayor feels the county is trying to leverage technology. Mayor said there may be further expenditures to this if we need to add more reports than what the system currently has. There is an issue of converting our current data in the PITS program but we don't have a cost for that. Mayor stated that the downside to this is the Village has to make a quick decision on this as the county needs to know by June 13th. The upside is the forecasted cost to do it on our own would be too cost prohibitive. Mayor said the good thing is that if we do go into this and then realize it is not the right thing for us, the Village still has the PITS program. He reminded Council that there is no cost for the software itself, but a cost of \$4,214 for training and support. Dishong made a motion for Mayor and Fiscal Officer to enter into a purchase agreement with Spellman Software not to exceed \$4,300, seconded by Flaiz. Roll call – ayes, all. Motion carried.

Koons reported that the Finance Committee met last Friday to start working on the budget. As far as the road program, we will have to que it all in and just get ready for it in the budget next year. Koons said that Fiscal Officer learned when she went out to the county that South Russell's budget has been so good we could do the permanent budget in December and eliminate the temporary budget.

Koons informed Council that the two employees that have attempted to quit smoking have been successful. Kooms reminded Council that we discussed helping these employees out financially and asked Council to e-mail him any ideas as far as a dollar amount, etc.

Koons reported that for the Bureau of Workers' Comp the Village held the Drug Free Workplace class for the employees. Koons went to this meeting honestly just to see how

the employees worked together, how they behaved, etc. Koons was impressed by the information that many of the employees already knew and the questions they asked and the discussions it led into. He said it was good to see how professional the employees were and how they worked together. Koons also wanted to see how they treated the new Fiscal Officer and he was impressed how she fit right in and they treated her with a lot of respect.

Koons asked if possibly the Mayor could talk to the Illuminating Company about putting a parking lot between Bell Road and their sub-station. There was a brief discussion of various issues regarding this idea. Solicitor commented that it is his experience that the Illuminating Company does not like to get tied into any agreements for a long period of time and that Council should consider that if they are going to spend money on a parking lot, etc. Mayor asked Council to think about what they would like to do and get back to him. Wolfe commented that now that the Village has a park, it should have a Parks Commission.

Koons spoke to Bill Timmons, but he will not be mowing the Muggleton property until September because of the bobalinks birds. Mr. Timmons said the hay is such a poor quality that all he can do with it is line the stalls.

#### **ORDINANCES/RESOLUTIONS:**

Flaiz introduced an ordinance to approve current replacement pages to the South Russell codified ordinances and declaring an emergency. Flaiz moved to waive further readings, seconded by Dishong. Roll call – ayes, all. Motion carried. Flaiz moved to adopt, seconded by Dishong. Roll call – ayes, all. Motion carried. Ordinance 2007-29.

Mayor gave third reading on an ordinance amending section 2.01(67) and (68) of the Zoning Code concerning the definitions of “lot line” and “lot width”, respectively. Wolfe moved to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. Ordinance 2007-30.

Mayor gave second reading on an ordinance amending section VI, E, Authorization Statement to Designate, of the current approved Solid Waste Management Plan for the Geauga-Trumbull Solid Waste Management District and declaring an emergency.

**BILLS LIST:** Koons made a motion to ratify the bills paid May 31, 2007, seconded by Dishong. Roll call – ayes, all. Motion carried.

**NEW/OTHER BUSINESS:** No one had new business.

Dishong made a motion to adjourn into Executive Session to discuss personnel, seconded by Flaiz. Roll call – ayes, all. Motion carried.

Council reconvened at 9:50 p.m.

Dishong moved to add a full-time position to the Streets Department, seconded by Wolfe. Roll call – ayes, all. Motion carried.

**AJOURNMENT:** There being no further business to come before Council, Flaiz moved to adjourn, seconded by Dishong. Roll call – ayes, all. Motion carried.

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Matthew E. Brett, Mayor

Danielle Romanowski, Fiscal Officer