

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, JANUARY 22, 2018 – 7:30 P.M.  
MAYOR WILLIAM G. KOONS PRESIDING**

**MEMBERS PRESENT:** Canton, Carroll, Galicki, Kostura, Nairn and Porter

**OFFICIALS PRESENT:** Fiscal Officer Romanowski, Street Commissioner Johnson, Solicitor Ondrey, Engineer Haibach

**VISITORS:** Russ Zajaczkowski, Maple Springs; Tim, Valerie, Christopher & Caitlyn Mariola, Hemlock Road; Barry Jacobson, Old Tannery Trail; Mike Cyvas, Engineer CT Consultants; Kim Brewster, Chagrin River Watershed Partnership

Mayor Koons called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Fiscal Officer read the roll. Galicki made a motion to approve the minutes of the January 8, 2018 Council meeting, seconded by Carroll. Nairn had a correction on page 12 on the fifth paragraph where it read “the *more* time that passes” and changed it to read “the *less* time that passes”. Porter had a correction on page 12 on the third line where it says September 31, 2018; it should read December 31, 2018. Voice vote – Canton, Carroll, Galicki, Nairn and Porter. Kostura abstained. Motion carried.

Mayor asked Solicitor if Council should say anything about the caucus meeting minutes or should they be approved as is. Solicitor responded, “Yes, we want to take the steps to try to be as public as we can about the caucus meeting”. Mayor asked Galicki to approve the caucus meeting minutes from January 8, 2018. Galicki asked if there should be any introductory comments; Mayor said “no”. Galicki made a motion to approve the minutes of the caucus meeting on January 8, 2018, seconded by Nairn. Voice vote – Canton, Carroll, Galicki, Nairn and Porter. Kostura abstained. Motion carried.

Carroll made a motion to approve that Bryan Kostura serve as President Pro Tem, seconded by Porter. Voice vote – all in favor. Motion carried.

Chris Mariola explained his Eagle Scout project which was to build a sign in front of the Armory on East Washington Street. He built the project with his troop and family and got financial support for the project through donations.

Street Commissioner explained the work the Service Department employees did at the Family Life Center (FLC) pond last year. Street Commissioner explained, and slides showed, there were water issues with water breaching Chillicothe Road when the farm was still on the property, before The Lantern building was built. The Village got permission from the FLC to put an adapter on the pipe in their pond to help control the water flow off the property. Nairn asked

why the Village handled the issue on this property if it isn't Village property. Mayor replied that the FLC and Bainbridge Township would not address the issue and because the runoff water is affecting Village residents, the Village addressed the issue. The approximate cost to make this repair was \$600 and the water outflow exiting the pond is reduced by approximately 80%. Engineer Haibach said he was at the site this morning and the pipe was working as it was intended. Kim Brewster from the Chagrin River Watershed Partnership (CRWP) said anytime storm water can be slowed when moving downstream, (and prevent not only flooding but also erosion to downstream waterways), is good.

Mayor informed Council that Brewster will be presenting to the Planning Commission on February 8<sup>th</sup> regarding riparian setbacks.

Engineer Haibach introduced Mike Cyvas, another engineer from CT Consultants. Cyvas has been looking into the drainage issue for the area tributary to the Chillicothe Road culvert near the red ranch. Engineer Haibach explained that before CT Consultants finalizes the storm water study report with recommendations, they would like to get feedback from Council to see if those are areas they are interested in addressing before they lock things in to make recommendations. Cyvas explained the water problems just north of Manorbrook and an existing ditch line from the east to the west underneath Chillicothe Road. Cyvas explained various options including increasing the culvert pipe size and retaining the water or creating a large retention pond on the east side of Chillicothe Road. Kostura clarified with Cyvas that if the south pipe is upsized, it will not help with the water issues north on Chillicothe Road. Cyvas said the ditch along the properties around the red ranch towards Bel Meadow has filled in with plantings which is acting like a retention area and slowing down the water. If the ditch is cleaned, the water will move faster. The engineers looked for an area where they could put in a retention pond and came up with an area in the backyards on the east side of Chillicothe Road. Mayor stated that if the Village would want to do a retention pond in those backyards, the Village would have to buy part of those properties. Mayor said a possibility would be to buy the red ranch and put a pond there. Cyvas explained usually when you excavate to build a retention pond the dirt must be hauled off site. He envisions building banks to leave some dirt onsite; to haul it offsite is \$20 per cubic yard, so it gets very expensive. Cyvas said the size of the proposed pond is 8-10 acres. It would have to be clear cut, and shaped.

Engineer Haibach said an option worth investigating is the red ranch site that sits one property south of the ditch and it may be worth looking into acquiring the red ranch property and using as much of that property as possible for a flood plan for overflow or back water so that it won't affect the neighboring properties. The Village would then only need to deal with getting an easement across one property to get to the ditch line. If the Village acquires the red ranch property to help mitigate storm water runoff issues, since the property doesn't touch the ditch, the ditch line needs to be connected to the red ranch property. If the Village leaves the red ranch alone and opts to build an 8-10-acre retention pond in everyone's backyards, the Village must: A) Obtain the permission to do it. B) Hope the EPA doesn't say it is all wooded high-quality wetlands and charge \$300,000 to mitigate wetlands somewhere else to compensate for the

wetlands that are being destroyed by putting a pond on them. Engineer said he believes taking the red ranch and using as much of that property as possible for backwatering and obtaining an easement from the property just to the north of the red ranch through their backyard for a swale to connect the red ranch property to the ditch is worth looking into. Engineer said given the red ranch is the property that suffers the most during the rain events, if it is not there, maybe the problem elevation gets raised because the other houses are better situated to deal with a larger rain event. Engineer Haibach said the red ranch property is slightly over an acre.

Street Commissioner said the Mayor has spoken to residents in the Bel Meadow area who said years ago they were able to jump over the creek, but it has grown wider. He said probably around the early 1990's, the creek line was dredged from West Bel Meadow to Chillicothe Road. The problem is the culvert pipes under Chillicothe Road are under a State route. If the Village wants to replace the culvert pipes, the Village must use the State spec but pay for the replacement with Village money. The residents on Chillicothe Road used to give the Village access going up the sides of their property to clean the ditch with the Village's roadside mower. Now the roadside mower cannot reach because the width of the creek is so wide. Additionally, one of the properties has planted trees down the line so the tractor cannot access the creek line. The creek has filled up with silt since it has natural drainage coming from the Bel Meadows area. If the Village were to dredge it out, because of the location of the culvert pipe under Chillicothe Road being so high, it would act as a retention pond holding the water because it would have to fill up to meet that pipe going under Chillicothe Road.

Porter asked if it is possible to dig 2-3 feet down in the ditch to do essentially what the Street Commissioner explained, making a long retention pond. Cyvas said any improvement that the Village would make relative to elevation is going to improve the situation. If it is below the invert of the road crossing pipe, it really doesn't serve a purpose other than to ease some exfiltration. Once it reaches the invert of the culvert pipe, there is an issue of where the water will go.

Porter asked if rather than purchasing the red ranch property and digging a large retention pond, would increasing the creek depth another 4 feet have the same effect. Cyvas said there would be some improvement, but it will not solve a 100, 50 or 25-year storm; it will not have enough volume. Engineer Haibach stated that anything that is done will require regular checks and ongoing maintenance. Kostura stated he had concern that with a retention pond, a kid could fall in. Cyvas said a retention pond is not meant to be wet all the time but is a place for water to go during storm events.

Engineer will work up some cost estimates of different options, so Council will have that information to weigh in making their decision. Kostura asked if it makes more sense to work upstream or downstream. It looks like there is a smaller area to do something downstream but now it will be collecting twice as much water from two areas as opposed to working upstream and slowing it down from where it is coming from. Engineer Haibach replied that when Cyvas ran through his runoff calculations, the small culvert to the south really is more problematic and

more prone to being overwhelmed. Cyvas said the small culvert will pass a one-year storm. Haibach says no matter what the Village chooses to do, the engineers will be recommending upsizing and increasing the capacity of the small culvert to the south. The solution that will make the most sense in the long run is going to be a combination of different things. They would need to take a phase approach in making improvements while still making every effort to retain as much water as possible onsite or upstream, so the water is not just flooding the Sugarbush pond.

Mayor introduced Barry Jacobson who came to the Village in 2007 with some ideas on building athletic fields at the Village park. Jacobson distributed a map of the proposed layout of fields at the park. He said there is a shortage of fields in Chagrin Falls and they are looking into the possibility of getting fields built at the South Russell Village Park. He would like to make them turf fields as he feels it is a better option from the maintenance and use standpoint. Jacobson said he is in the process of putting together a fundraising plan and a proper body to govern the use of the field.

Carroll asked the approximate cost of the project. Jacobson said to do both fields in turf with landscaping and grading work - a rough estimate would be approximately \$1.5 million. Mayor asked about animals on a turf field and had concerns with kids on the fields after animals were on it. Jacobson said his thought on natural grass is the maintenance through the dry summers and there is no irrigation at the park. Mayor said if the project were to go forward and turf was installed, it would probably need to be fenced in with an access point where emergency vehicles could get in if needed.

Mayor said the Western Reserve Land Conservancy liked the idea of the Village moving the parcel around, but it would cost at least \$10,000 - \$15,000 in legal fees. He said the Land Conservancy should support this since they will have seven acres near the woods.

Jacobson said he intends to raise all the money privately. Carroll said he likes the concept and likes the idea of turf if possible.

Canton asked if possible traffic flow problems have been considered. Jacobson said they would like to double the parking from what is currently there. They will squeeze in as many parking spaces as they could because they do not want anyone crossing East Washington Street.

Kostura said the Village mows a big portion of the East Washington Street side of the park and he wanted to know how much further beyond the current area being mowed would be affected so he could get an idea of the bird area. Mayor asked Street Commissioner to work with Craig Cawrse and stake out where the fields would be on the property.

Kostura asked who would be maintaining the property with the fields. Jacobson said the group that would oversee the park would assume all maintenance expenses. Jacobson would like to

work in a sand volleyball court and a basketball court. Mayor asked if the Village could mow under the power lines for additional parking. Solicitor said First Energy may allow it.

Canton said the Park Committee discussed the proposed fields and had concerns about parking and traffic. Porter said from the logistical point of view, the Park Committee could entertain the builders, the dog walkers, the Chagrin Soccer Association folks, and everybody else at their meetings, and then the Park Committee can make a recommendation on how to proceed. Jacobson said if everything were to go forward without any hitches, what would the timeline be for approval. Mayor stated if the Village decides by March on whether they want to proceed and then start the legal process, it could take six months or so. He believes by the end of the year the Village could have permission to re-configure the property with the Conservancy. Jacobson said it is the intent for there to be \$0 expense to the Village and the fundraising would cover all costs. Solicitor said even if the Village does a swap with the Land Conservancy, there are probably still some zoning issues and the Village would have to create zoning to allow the fields.

**MAYOR'S REPORT:** Mayor distributed and reviewed information on the various boards in the Village, how they are made up and an overview of their responsibilities.

Mayor congratulated Fiscal Officer Romanowski on obtaining her Master Municipal Clerk (MMC) designation; she is now one of 45 MMC in the State of Ohio.

Mayor said he is in the process of moving the Safety Official position off the Fiscal Officer and to the Building Inspector.

Mayor said HB 312 has been proposed regarding dealing with beekeeper immunity.

**FISCAL OFFICER'S REPORT:** Fiscal Officer informed elected officials that she forwarded information about Sunshine Law training which will be taking place on Friday, February 16th from 10 – 1:15 p.m. in Mayfield Village. This is the training that each elected official must have each term of office.

**STREET COMMISSIONER:** Street Commissioner said last year his committee wanted to go out and get quotes for mowing of Village properties. Canton made a motion for Street Commissioner to get quotes for outsourced lawn care property maintenance, seconded by Galicki. Voice vote, all in favor. Motion passed.

**SOLICITOR'S REPORT:** Solicitor stated at the last meeting he mentioned it was his belief the Village had to do a new authorization to keep receiving cable franchise fees. However, he re-read the letter and the Village doesn't have to do anything and until the Village does something, they will continue to receive the cable franchise fees.

**COMMITTEE REPORTS:** Galicki, Nairn, had no report.

Carroll reported that the Human Resources Committee met and discussed transferring safety and webmaster duties. With safety responsibilities, the committee had some concerns. He explained there are two parts to safety – the drug part and the general safety. The committee discussed keeping at least the drug part of the job under the Fiscal Officer’s responsibilities due to the nature of the sensitivity of that information and how it is handled. He said regarding the general safety part of the job, he has some concern with transferring that. Carroll said he believes the Village should consider potentially hiring part-time help and that would allow the Fiscal Officer or the part-time assistant to handle those responsibilities. The HR Committee also discussed transferring the responsibility to the Service Department because a lot of that stuff occurs within the Service Department. Or the responsibility could go to the Building Department where it used to be. Mayor asked if this was an administrative decision that he could make; Solicitor replied that it falls within the Mayor’s administrative powers unless Council indicates they want some other specific direction. Carroll clarified with Solicitor that Council would have to take legislative action if they want to go a different direction.

Carroll said Webmaster responsibilities were discussed and the Police Department is already managing their webpage. The Service Department and Building Department can manage their pages themselves. The calendar and the administrative side of the website can remain with the Fiscal Officer. It doesn’t seem like it takes a lot of hours or a lot of time, so it may be a reasonable approach rather than adding additional work to someone else.

Carroll said regarding part-time administrative help, the Fiscal Officer has had part-time help since 2009. He said he forwarded a list of past assistants’ history and reasons why they left. He asked Council members to review that before the topic is discussed further. It is in the budget to hire a part-time administrative assistant to assist the Fiscal Officer with her responsibilities. He said when the full-time Administrative Assistant was here, she did the webmaster and the newsletter. When she left, the Fiscal Officer took on those responsibilities. The newsletter has now been transferred to the Board Clerk and that seems to be working well. He stated he believes there is value to give the Fiscal Officer some help in her position. Sixteen hours per week was approved in the budget and may keep some of those administrative responsibilities in-house.

Kostura said the Building Committee met and discussed the Architectural Board of Review (ABR) and its pay. When someone goes to ABR, they are charged a flat rate of \$60 and the architect gets paid \$20. When compared to several of the surrounding communities, that is very low. Most of the other communities are between \$100 - \$150 for a review. Kostura said the Village doesn’t have to double the rates, but it would be nice to look at increasing them. He said when signs are reviewed by the ABR, it costs \$15 and each architect receives \$5. He said the Building Committee thought it might be good to make it a flat rate across the board. If it was raised from \$60 to \$90, it wouldn’t be an excessive amount. He asked Council to think about it and the issue can be discussed at the next Council meeting.

Kostura said the Building Committee discussed the motor home that hasn’t moved. The neighbor next to the home may be surveying the property to mark the property lines.

Kostura said there may be a new business looking to move in next to Cultivate which would be an upscale doggy daycare and pet owner meet-and-greet place.

Kostura said the Building Committee also discussed the rental house property and it is still on one full lot. Years ago, splitting that lot was discussed and the Street Department did straighten the driveway, so the property could be split, but it was never pursued. Porter said the idea for an expanded cemetery is on that side. If the Village is going to use the southern part of the property as a cemetery, the Village would want it split from the rental house.

Kostura said the rental property is the rental property for now, but it may not always be a rental property for the Village and it may be something that the Village looks to sell sometime in the future. It would be much easier to deal with the lot split now rather than when trying to put a "For Sale" sign in the front yard.

Galicki asked if there was any discussion about using the rental house property as an expansion for the cemetery. Kostura said it has been discussed. Galicki said the Village is splitting half the property now saying that is expansion. He asked if the Village obtained the property with the view that the whole property would be used for expansion. Kostura explained that a cemetery expansion for Phase 3 would go west on the property.

Canton reported that the Park Committee met with Eagle Scout Matt Marting to discuss his honey beehive project. He would like to install it by mid-April about 225 yards behind the pavilion where there is a clump of trees. He would like to place the hive on the east side of the trees, so it would get the morning sun and the trees would protect it from the warm, afternoon sun. He is planning on constructing a 4-5-foot-high fence with signage and landscaping. Regarding maintenance, he and Kyle Kruse will do the maintenance for the next 5 years. He will purchase 10,000 bees to start with. Honey production would begin sometime in June. The Scout is also in the process of becoming a member of the Geauga Beekeeper's Association. Mayor said that location is on the Land Conservancy property and the Village is not permitted to put a fence on Conservancy property. He said, considering Pete McDonald is a former beekeeper, maybe he would allow it.

Canton said the committee endorses the project and would like to get it going. Mayor likes the location regarding the trees and the water close by. Nairn asked about liability and has concerns with it being on Village property. Canton said the Village has a liability when an individual is walking a dog on the property and getting bit by another dog or animal. Solicitor stated it would fall under the Village's recreational immunity. He said if the Village is offering the property to the public for recreational activities, it is pretty much immune from any kind of liability. Solicitor said it is a different question whether the Village wants to create an activity where people might get hurt even if it is not liable. Porter said if there is prominent fencing and signage that warn people of potential danger, it is helpful to the Village. He said the big question is whether the Conservancy will allow the fenced area. In the past they have been less than enthusiastic. He said if the Conservancy says "okay" and gives the Village a letter to that effect, then Council would be able to say yay or nay. Mayor doesn't want to drill some high school kid, but if the Village could get a bee keeper like Gene McCune to come in and answer Council's

questions, that would be helpful. Mayor will ask McCune to come to the February 12<sup>th</sup> Council meeting.

Carroll said his other concern is what the Village is going to do in 5-6 years when the scout is done with the maintenance. Porter said the first thing the Village must do is get an okay from the Conservancy for the fence because he doesn't think the project happens without a fence. He said if the hives aren't maintained after five years, his guess is that the bees go away because no one is taking care of the honey. Carroll said it seems like a waste to put that kind of work and effort into something for only five years. Porter said the scout is trying to get his Eagle Scout badge. If he comes to the next meeting with McCune and they satisfy Council's questions about the project and by that point the Conservancy says okay to the fence, the Village would be able to say whether the project could happen.

Canton said another scout is looking to do an Eagle Scout project to put a free library stand at the park. The committee will be meeting with the scout soon. Concerns of the committee were the effect of the weather on the books.

Canton said the Park Committee also looked at the park user contract and rules. He gave the committee the rules and regulations and contract plus some ideas about modifying them and they are reviewing them. They understand the concern to protect the Village from liability, but they just want to make it simple. They do not want the contract to be so complex that it would keep people from using the park. The Park Committee will meet Tuesday, January 30<sup>th</sup> at 6:30 p.m. at Village Hall.

Canton said the Streets Committee met and the Cascades project is complete except for landscaping and restoration.

The Street Committee will be working with Engineer Haibach concerning the 2018 Road Program along with developing a 5-year road plan.

The Village should receive the new plow truck by end of February.

Solicitor explained that Council passed an ordinance at the last meeting to purchase a new snow plow truck. The Village subsequently found out that the purchase would require three separate purchase agreements. The new proposed ordinance buys the same truck, but with a different methodology.

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

Canton introduced an ordinance amending Ordinance No. 2018-01 by authorizing the Mayor and Fiscal Officer to enter into contracts with Rush Truck Centers, Gledhill Road, and Judco Truck Equipment for a total sum of \$147,706.48 to purchase a 2018 International dump truck with snow plow and declaring an emergency. Canton made a motion to waive further readings, seconded by Galicki. Roll call - ayes, all. Motion carried. Canton made a motion to adopt, seconded by Galicki. Roll call - ayes, all. Motion carried. **Ordinance 2018-04**



Porter introduced an ordinance amending the appropriations increasing the General Fund expenses \$5,000 for engineering expenses for the MS4 report preparation and declaring an emergency. Porter made a motion to waive further readings, seconded by Nairn. Roll call - ayes, all. Motion carried. Porter made a motion to adopt, seconded by Nairn. Roll call - ayes, all. Motion carried. **Ordinance 2018-05**

Porter introduced a resolution transferring \$150,000 from the Income Tax Fund to the Special Equipment Fund and declaring an emergency. Porter made a motion to waive further readings, seconded by Kostura. Roll call - ayes, all. Motion carried. Porter made a motion to adopt, seconded by Nairn. Roll call - ayes, all. Motion carried. **Ordinance 2018-06**

Porter introduced an ordinance amending Section 260.02 of the codified ordinances of the Village of South Russell by providing for the appointment of two “alternate” members of the Planning Commission who shall serve whenever a regular member of said commission is unable to attend an administrative hearing of said commission and declaring an emergency.

Porter introduced an ordinance amending section 262.01(a) of the codified ordinances of the Village of South Russell by providing for the appointment of two alternate members of the Zoning Board of Appeals who shall serve whenever a regular member of said board is unable to attend an appeal and declaring an emergency.

Carroll said he has reached out to the Planning Commission (PC) and the Zoning Board of Appeals (ZBA). The ZBA will now have regularly scheduled meetings for 2018 and he feels that is a good first step for them. The chairman of ZBA would like to try that before adding additional layers. The minutes from the previous board meetings were forwarded to Council and included concerns from both boards as well as conflicts that could arise and challenges that have occurred with alternates in other communities. Carroll said he felt the PC and ZBA should have this year to kind of right their ships. Having regularly scheduled meetings for ZBA is a great first step – they have not had that. He doesn’t want to add anything that could cause unforeseen consequences down the road with an alternate sitting in on one issue and not sitting in on another; it seems like it could muddy the waters. He would like to give both groups the opportunity for 2018 to have their meetings and have members attend appropriately and see where it stands at the end of the year.

Kostura said he reviewed the minutes from both boards and he sits on the Planning Commission. He sees that sometimes there are problems with people showing up and issues that might come up. He is not opposed to having a “farm team” for the creation of people to get their feet wet with the process. What troubles him is adding two people to any board can change the dynamic of the board completely, especially if two people call off and two alternates come on – that can change the face of the board and that could lead to quorum shopping on behalf of individuals. He said maybe one person as an alternate makes sense because that doesn’t change the complete dynamic.

With these boards, all it takes is a quorum of three to bring something forward before them and if you had two alternates and they have varying views from the standard board that sits there, it could lead to some different opinions.

Porter said he likes the idea of a farm system. People could get their feet wet, learn the ropes and the alternate could step right in because they are familiar with what is going on. He said he thinks Kostura is on to something with going to one alternate rather than two because two might complicate matters more than need be done. Porter said with regularly scheduled meetings, maybe the issue isn't as immediate as it was last year. He said attendance of 60% at one meeting last year, that is not good going forward. He said when he reviewed the ordinance, it says if the alternate serves on the board and considers an issue, the alternate stays with that issue. That may address some of Kostura's concerns about quorum shopping. Porter said his concern is that the alternate will be there for one meeting and then would come off because the regular members were all there the next time around. Porter said he thinks an alternate is a good idea, but he doesn't know about two. He likes the idea of having people ready to step in if there are vacancies in the future.

Galicki had a question about the "farm team" concept and asked if the concept of operations would be that the alternate attend every board meeting to take it all in as a learning curve or only when there is a member absent for that meeting. Mayor responded the concept would be if someone couldn't be there, the alternate would sit in that member's place. The alternate would be prepared by getting the minutes of the last two years of the committee/board they are an alternate for. They would also be required to attend, in the audience, two meetings to see and meet the board members, so they know how to behave, understand the protocol, and to see what they are getting into. He wants to bring the alternates on slowly so eventually they could step in. Mayor said the person that was appointed to that committee came in to a meeting, met the board, sat down, listened to the case and voted. Mayor said the idea of a calendar for ZBA should improve attendance, but there has been a calendar for Planning Commission and they only have 30% attendance, ZBA was already better at 36%. He feels just by the idea that this is going to happen, he believes there will be more motivation for members to attend. He doesn't mean to be disrespectful, but he thinks there are some egos that think the board can't get along without them. Mayor said the alternates only come in on an appeal – it's just a one-shot deal. If someone is going to move a shed to 8-feet from the property line instead of 10 feet, it doesn't take rocket science for people to figure it out. If the alternate would be in that night, they would vote on it and that is it.

Galicki said Kostura and Porter's comments about perhaps one alternate versus two does have merit. To Kostura's point, he can see how people could try to influence a vote or have a friend alter the membership of the board in his favor, but those are interesting points.

Nairn asked how these boards are put together. Mayor said Chesterland just ran an advertisement in the paper looking for people. South Russell appointed all the people that applied for the open Council seat a few years ago to a board or a committee. He doesn't see any alternate sitting on a board until October. Mayor said he takes issue with a supposed problem in Burton. When he talked to the people in Burton, it was no big deal.

Mayor said 30-36% attendance is not good enough. He said people come in and expect to have five citizens decide. As a board member, they are under pressure to make meetings and miss family and/or special events. He believes having alternates will take pressure off board members.

Mayor said he wanted two alternates because he wants people that are active and busy. It would be easier to have two in the event one faded away or it is also in case two are needed.

Nairn asked why people are on these committees if they don't come to meetings. She said these boards should be patterned after Council and the meetings should be set on the calendar. Mayor replied that some members are busy, and some think it is no big deal. There are two extremes with some thinking, "they can easily get along without me", and the others that are like, "Heck, I am not showing up tonight". He said the people on these committees all do their homework. When they come in to ZBA, they say, "I drove by", "I got out of my car", "I looked at that house", "I looked at the neighbors" - they all come prepared. Mayor said Planning Commission was supposed to meet this month, but they already had to cancel the meeting because they couldn't get three people to attend. Now they are back to February trying to do riparian setbacks – something that was started five years ago still hasn't gotten done. Mayor said that is why he personally wants two alternates because he feels it would be easier to bring them along. He said the Village will put an article in the first newsletter this year saying the Village is looking for people. Carroll agreed with the Mayor that 30-40% attendance is horrible and is not acceptable and a committee can't be run like that. Carroll said putting this out there might inspire members to show up for the meeting.

**BILLS LIST:** Porter made a motion to ratify the 1/12/18 Bills List in the amount of \$38,106.42 seconded by Carroll. Voice vote, all in favor. Motion carried.

**NEW/OTHER:** Carroll, Galicki, Kostura, Nairn, and Porter had no new business.

Porter referred to the Cawrse and Associates contract for landscape architect services. He said the Solicitor made changes to Article 7 which was Indemnification so that if the architect is negligent, it won't be the Village's problem. That was a change from earlier through contract negotiations. If the Village is going to build a playground in the park, which the Park Committee is recommending, the Village would be well served by having an architect overseeing the process; Canton agreed. Porter made a motion to authorize the Mayor and Fiscal Officer to enter into a contract with Cawrse and Associates pursuant to the contract negotiated between the parties for \$7,800 for the purposes of doing the planning of the park playground, seconded by Canton. Voice vote – all in favor. Motion carried.

Carroll made a motion to appoint Fiscal Officer Romanowski the designee for the Sunshine Law/public records training, seconded by Galicki. Voice vote – all in favor. Motion carried.

Porter said the Property Committee discussed splitting the 500 Bell Street lot, also known as the "Krappe" property. This would be to create a 1-acre portion. They also talked about the possibility of extending the contract with Howard Hanna for the purposes of selling the property. The Property Committee's recommendation is that the Village does not go into a contract with

Howard Hanna to sell the property; and that the Village does not split the property either. Also, the Village retain the property until such time when it would decide to sell it for some other purpose. Mayor said he would let realtor Rob Royer know the Village is done.

Carroll asked the purpose of splitting off the lot. He thought it would be more valuable as one large property. Porter replied that selling one acre might generate \$130,000 - \$140,000 perhaps. The Property Committee is concerned that the Village doesn't know everything that is under that property. The digging did not make the committee feel better about selling the property. They thought the average buyer that would want the property would want the whole thing, not just an acre. From the Village's point of view, if it must maintain 1.25 acres around someone else's property, that seems to be self-defeating. Carroll said he thinks holding back and trying to figure out some things is a good approach, especially since the Village is still concerned. Maybe the Village could get a better core sample or whatever it would need to do before it goes down this road again. Nairn clarified that for now it will remain a green space.

Mayor read a text message he received on his phone from realtor Rob Royer during the meeting. The message read, "I had another call of interest regarding the land. I believe we can get a buyer with the adjustments we had talked about." Mayor will tell Royer the Village is done.

Nairn asked if the Howard Hanna sign would come down. Porter stated that the Village no longer has a contract to sell the property, so the Village should ask the realtor to remove the sign from the property.

At 10:03 p.m., Kostura made a motion to go into Executive Session for the purposes of discussing employee compensation, seconded by Carroll. Roll call – ayes, all. Motion carried.

Council reconvened at 10:31 p.m.

Porter made a motion that the Building Official, Laura Heilman, receive a \$5,000 increase in her salary annually going forward; \$5,000 plus what she is making now, effective immediately. Mayor asked that it be said that her salary will be \$75,000 per year; not to put the increase into it. Porter modified his motion and said the total salary will be \$75,000 per year, seconded by Kostura. Roll call, ayes, all. Motion carried.

**ADJOURNMENT:** Being that there was no further business before Council, at 10:33 p.m. Nairn moved to adjourn, seconded by Carroll. Roll call, ayes, all. Motion carried.

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William G. Koons, Mayor

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Danielle Romanowski, Fiscal Officer