

**RECORD OF PROCEEDINGS
REGULAR COUNCIL MEETING
MONDAY, APRIL 25, 2016 – 7:30 P.M.
MAYOR WILLIAM G. KOONS PRESIDING**

MEMBERS PRESENT: Kostura, Carroll, Dishong, Nairn, Porter and Canton

OFFICIALS PRESENT: Administrative Assistant Dahlhausen, Fiscal Auditor Lechman, Street Commissioner Johnson, Solicitor Ondrey

VISITORS: None

Mayor Koons called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Administrative Assistant Dahlhausen read the roll.

Nairn moved to approve the minutes of the April 4, 2016 Council meeting, seconded by Canton. Voice vote – all in favor. Motion carried.

STREET COMMISSIONERS REPORT:

The Street Commissioner gave a presentation on his department. The Street Department's mission is to serve the residents of the Village and general public by maintaining and improving the village infrastructures and utilities, providing a safe passage through the village and address safety issues, to implement, maintain and improve a storm water plan, assist residents with questions and concerns, and maintain and improve village properties for day-to-day operations while maintaining the village's historical characteristics.

The Street Commissioner has been working for the Village of South Russell since 1994, Street personnel Tim Adler since 1999, Jeff Pausch since 2007 and Rick Pausch worked two winter seasons before being hired full time in 2014. Most overtime hours accrued are due to the weather. The Street Commissioner stated that he would like additional help in his department because if one person is on vacation or out sick, it is sometimes hard to accomplish the regular duties of the department.

The Street Department maintains village properties through landscaping, improvements and repairs to village buildings, general cleaning and housekeeping, snow removal, holiday lighting and decorations, and is now also responsible for hanging flags for the Show Your Colors program. The Street Department also repairs and maintains all of the village vehicles and all Street Department equipment. The Street Commissioner reviewed all of the equipment owned and utilized by the Street Department and stated that the village needs to replace one of the trucks this year.

Spring tasks include winter cleanup, street sweeping, roadside mowing, landscaping village properties and the Spring Trash Day. The Street Commissioner schedules a Senior Trash Pickup with the Geauga County Department on Aging where items are collected from about 60 senior citizens' homes. The Village receives assistance with a couple workers from the county and it takes approximately two days to complete. The tire collection at Trash Day is paid for through a Geauga-Trumbull Solid Waste Management grant.

Kostura asked when street sweeping is scheduled for this year. The Street Commissioner stated it's scheduled for early May.

Porter asked the Street Commissioner how the new loader is working. The Street Commissioner said it is working well.

Summer tasks include continued property maintenance, the road program, roadside mowing, street sign maintenance and storm water drainage maintenance. Fall tasks include continued property maintenance, final roadside mowing, tree trimming in the right-of-way, berming repairs and preparing winter equipment. Winter tasks include installation of snow stakes, installation of a snow fence at the park to eliminate snow drifts, stockpiling about 1,500 tons of salt, regular maintenance of vehicles and properties, and snowplowing of village properties and streets.

The Street Commissioner said there are four snow plow routes and each route takes about 2 ½ hours to plow and salt. If the Street Department is just salting these routes it takes about 1 ½ hours. The Police Department typically contacts the Street Commissioner around 3 a.m. on weekdays if plowing is necessary; this gives them sufficient time to clear the roads before the traffic starts and the buses begin picking up students. On weekends, the Police Department contacts the Street Commissioner around 6 a.m. if snow removal is needed. The village salt dome is utilized by the Chagrin Falls Schools and they reimburse the village for their salt usage.

The Street Commissioner maintains weather records for historical files as well as oversees storm water drainage and culvert repairs within the village. The Street Department has implemented a program for residents where the homeowner signs a waiver to have their driveway culvert replaced. The resident orders and pays for the materials to be used for the repair, and the Street Department will pick up the supplies and install the culvert. Only asphalt and gravel driveways are eligible for this service and it is the homeowner's responsibility to repair the asphalt when the project is complete.

The Village of South Russell has 24.98 miles of roads. Some of these roads are private so the Street Department only maintains 23.38 miles of these roads. The annual Road Program is determined by a rating scale to see which roads are in the worst shape and need to be repaired first. The Street Commissioner and Engineer work closely to prepare for this program. The Street Commissioner also oversees the annual street striping within the village and works with the Engineer's office to better inform the public and plan for storm water management.

The Street Commissioner referred to his month end report that was distributed to Council.

The Street Department has installed a small driveway for access behind the salt dome.

Election Day went well and the Street Department employees staggered their hours so they were available if needed from 5:00 a.m. to 8:00 p.m.

Porter asked if the Street Department is looking for volunteers for Trash Day. The Street Commissioner said his department can use help if anyone is available this Saturday, April 30th. The senior pickup will be Wednesday, April 27th and Thursday, April 28th.

FISCAL AUDITOR'S REPORT:

The Fiscal Auditor presented his report to Council and said that he and the Fiscal Officer balance to the penny on all funds. He also reviewed the fund balances on his report.

MAYOR'S REPORT:

The Mayor stated that a Bike Ohio event was held in the park over the weekend. There were many attendees from as far away as Lakewood. Unfortunately there are some ruts in the park from a few cars getting stuck from parking on the grass. The Street Commissioner said the individual that put on the event has agreed to reimburse the village for any damages.

The Street Commissioner stated that the Road Program will be sent out for bid within the next week. It will be advertised for two weeks before the Bid Opening. The Engineer should have the results from the bid opening ready for Council's approval by the May 23rd meeting.

The Mayor reported on the Hamlet Village shooting stating that the Mayor from Chagrin Falls said the Valley Enforcement Group (VEG) was like one police force and worked very well together. They train together often to prepare for these situations. VEG also has a Child Abduction Response Team (CART) in place that was utilized recently by South Russell Police with a missing teenager.

The Mayor has been in contact with Molly Gebler concerning the concert at the park. She is trying to work on parking but might have to move the event to the Chagrin Falls Triangle Park if details don't work out. Porter asked if a trolley was considered and the Mayor replied that they can't afford this option.

The Mayor met with Gurney School and Waverly Lane residents to discuss the storm water drainage. Gurney School's Engineer said they have done everything they could to try to eliminate the storm water runoff into the Waverly neighborhood. Another meeting will be held to follow up on this situation.

Todd Lyle at 708 Bell Road thought an artesian spring came up in his front yard a couple years ago when Chagrin Falls Water Department tested the water and couldn't find chlorine. The renters recently complained that they had no water pressure. When this was looked into further, it was determined that the water lateral to the house came disconnected from the main. The water came to the surface near the home and flowed toward the street. It is unknown how the line broke but it was repaired.

The Mayor received several negative comments on the new no parking signs at Alderwood and Manor Brook. The Street Commissioner will be removing some of the signs and posts.

The annual bike to school event will start at the pavilion and will continue down Bell Road to Gurney School in the morning on May 4th.

The Mayor requested to go into executive session to discuss personnel and litigation at the end of the meeting.

Porter moved to hold a Public Hearing on May 23, 2016 at 7:30 p.m. for an ordinance amending section 3.07(b) of the Zoning Code of the Village of South Russell by eliminating the requirement of mailing notice of Zoning Appeal Hearings to property owners within 500 feet of any yard of the property involved, seconded by Nairn. Voice vote – all in favor. Motion carried.

The Mayor would like to dedicate an evergreen tree to former Mayor, Matthew Brett. He would like the tree planted at the park between the pavilion and the kiosk. Mayor stated that Sheffield Monuments has quoted \$600 for a plaque on a granite stone, to match what was purchased for former Mayor, William Young.

Dishong likes the evergreen tree idea but he thinks the plaque and granite stone is costly.

Porter said he was concerned with dogs possibly marking their territory on the tree since it is near the main parking area at the park. Porter likes the idea of dedicating a tree at Village Hall, like the Village has done for other former Mayors. Carroll said he agrees.

Discussion followed and Council said they agreed that the plaque and stone is a costly option. Mayor is to get prices on the tree and the plaque and stone to discuss at the next meeting.

SOLICITOR'S REPORT:

The Solicitor stated that the Ohio Supreme Court recently heard a case pertaining to Recreational Immunity Statute. This means if someone is at a municipal park and gets injured, typically there is immunity for the recreational facility; however the Ohio Supreme Court just carved out an exception. If the damage or injury is caused by negligence then it is upheld in the court. An example would be if a street worker is weed whipping and a stone flew and injured someone, this could be a liability.

The Mayor stated that the park is shut down when the field is hayed due to park users carelessly walking in front of the tractors.

COMMITTEE REPORTS: Porter and Canton had nothing to report.

Kostura moved to approve the March 2016 Financial Statements as submitted, seconded by Dishong. Voice vote – all in favor. Motion carried.

Kostura stated that the Finance and Street Committees met earlier in April.

Kostura will be attending the Planning Commission Meeting on Tuesday, April 26th to review the zoning code and a lot split.

Nairn reported that the Building Committee will meet April 26th at 9 a.m.

Carroll stated the Emergency Operation Plan Committee meeting is rescheduled for May 9th at 6:30 p.m.

Carroll met with the Safety Committee and discussion was held on hiring a new employee. The printers are updated and working in the cruisers. The Chief would also like to implement some parking bans on Fairview and will report to Council soon with proposed changes to the parking map.

Carroll said the Chief has been reviewing changes to the dog ordinance and would like to include some of the park leash law, as well as the Ohio Revised Code language. The Chief has been in contact with the Solicitor for these changes.

Dishong stated that the employee handbook revisions have been provided to Department Heads for their review.

Dishong stated that the Parks Committee will meet April 26th at 6:45 p.m.

ORDINANCES/RESOLUTIONS:

Kostura introduced an ordinance amending section 3.07(b) of the Zoning Code of the Village of South Russell by eliminating the requirement of mailing notice of Zoning Appeal Hearings to property owners within 500 feet of any yard of the property involved and declaring an emergency.

Kostura introduced a resolution declaring it necessary to levy a tax in excess of the 10 mill limitation for current expenses and declaring an emergency. Kostura reminded Council this levy is a renewal, not an increase.

Nairn introduced an ordinance repealing Chapter 270 of the Codified Ordinances of the Village of South Russell so as to eliminate the Cemetery Board and declaring an emergency.

Porter said he discovered that a Cemetery Board can budget for and hire employees without Council approval and is very much in favor of the change to a Cemetery Committee.

Canton introduced an ordinance to approve the current replacement pages to the South Russell Codified Ordinances and declaring an emergency.

BILLS LIST:

Dishong moved to ratify the April 15, 2016 bills list in the amount of \$36,687.86, seconded by Kostura. Voice vote – all in favor. Motion carried.

Dishong moved to approve the April 29, 2016 bills list in the amount of \$41,858.15, seconded by Kostura. Voice vote – all in favor. Motion carried.

NEW/OTHER: Kostura, Nairn, Porter and Dishong had no new business.

Canton thanked Council for the business cards and thanked the Mayor for naming him as the Chagrin River Watershed Partnership alternate.

The Mayor stated that the Dalmatians that were discussed at the last meeting have been relocated to a rescue shelter in Pennsylvania.

Carroll met with Chagrin Fire Department Chief Zupan to discuss getting the fire contract to the village earlier this year. In the past they have provided the contract to the village around October and that gives the village about 90 days to approve it, which doesn't leave the village time to explore other options.

At 8:50 p.m. Dishong moved to enter into executive session to discuss personnel matters and pending litigation, seconded by Carroll. Roll call – ayes, all. Motion carried.

Council reconvened at 9:38 p.m.

ADJOURNMENT: Being that there was no further business before Council, Porter moved to adjourn, seconded by Nairn. Voice vote – all in favor. Motion carried.

Meeting adjourned at 9:38 p.m.



William G. Koons, Mayor



Danielle Romanowski, Fiscal Officer

Prepared by Jennell Dahlhausen