

**RECORD OF PROCEEDINGS
REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 25, 2017 – 7:30 P.M.
MAYOR WILLIAM G. KOONS PRESIDING**

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

OFFICIALS PRESENT: Fiscal Officer Romanowski, Police Chief Rizzo

VISITORS: Frank Kovach, Bell Road; Dennis Galicki, Westover Drive; Tom & Matt Marting, Leaview Lane; Jeff Birr, Daisy Lane; Don Rice, Metzenbaum Center; Joe & Stacy Porter, Bel Meadow Lane; Mike Tomaro, Tanglewood Trail

Mayor Koons called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Fiscal Officer read the roll. Porter made a motion to approve the minutes of the September 11, 2017 Public Hearing and Regular Council meeting seconded by Carroll. Voice vote – all in favor. Motion carried.

Carroll made a motion to adopt a job description for a part-time Police Corporal position, seconded by Kostura. Voice vote – all in favor. Motion carried.

Chief Rizzo shared that Officer Michael Cardaman retired his full-time position with the Village on July 19, 2017. Chief said during his last few years of service with the Village, Cardaman went above and beyond in his service to the community and his great pride and enthusiasm is an example for others. Cardaman is one of the reasons the Village was recently awarded the Department on Aging Community 2017 Senior Supporter of the Year award for his service in visiting residents following ambulance calls and the loss of loved ones. Chief said he would like the Village to swear in Michael Cardaman as the Village's first part-time Corporal.

Mayor stated he would like to appoint Michael Cardaman as part-time Corporal. Carroll made a motion to appoint Michael Cardaman as a part-time Corporal, seconded by Nairn. Voice vote – all in favor. Motion carried.

Mayor swore in Cardaman as part-time Corporal for the Village.

VISITORS:

Don Rice from Metzenbaum Center explained the different services Metzenbaum Center offers. The organization's main goal is to get people integrated into the community and get them employed.

Michael Tomaro from the Chagrin Valley Jaycees stated that the Jaycees are hosting a Chili Brew Off fundraiser on January 27, 2018 at Family Life Center at 5:30 p.m. He encouraged

Village Departments such as the Street Department and Police Department as well as the elected officials to enter the contest.

Boy Scout Matthew Marting would like to do an Eagle Scout project where he would build bee hives on various properties in the village. He stated honeybees are dying in mass from colony collapse and building more beehives will mitigate this collapse. Mayor referred Marting to Councilman Canton to work with the Park Committee to discuss the project and then they will make a recommendation to Council. Lechman said there are beehives at his workplace and they haven't had any problems. Marting said he would build the hive and install the bees including the queen.

Frank Kovach addressed Council as a follow up to the Dominion pipeline restoration work that was done. He thanked the Village for their efforts to move the project to a satisfactory completion however the restoration of the project is not satisfactory to him. He said the grass is growing but the area has not been graded to its original state. He asked the Village to pursue the legal avenues to make him whole. He shared pictures that he felt showed the drain not serving the purpose it is supposed to serve. He said he met with Street Commissioner Johnson and the landscaper and expressed his desire to have topsoil brought in, but the landscaper has refused. Mayor said it took the contractor three attempts, but he feels they did a good job and once it rains and there is water flow, he believes the finished product will be good.

Carroll asked about the bond company and asked if there is a sunset on the bond. The answer was not known.

Gary Birr inquired as to the status of the noise ordinance that he brought to Council's attention a few meetings ago. Chief said the Safety Committee will be discussing that issue at the October 9th Safety Committee meeting and he expects there will be a recommendation or discussion on the issue at the October 9th Council meeting.

MAYOR'S REPORT: Mayor referred to his Mayor's report emailed to Council.

Mayor stated there is a possibility that the Valley Enforcement Group (VEG) dues will increase from \$7,000 to \$8,000 in 2018.

The Chagrin River Watershed Partnership will be raising fees 1%, which will cost the Village an additional \$22 per year.

Mayor stated Craig Cawrse brought up the idea of the Village having a landscape architect. Mayor will discuss this issue further with Cawrse.

Mayor went to a Bainbridge Township Zoning Board of Appeals (ZBA) meeting and asked about the alternates for their boards. Mayor stated there were two items on the agenda for the Village ZBA meeting scheduled for October 3rd, but now the meeting had to be cancelled due to not having a quorum. Mayor would like to put two alternates on ZBA and Planning Commission. Carroll asked if the problem was regular members not showing up continuously

and if that is the case, maybe the Village should look at replacing the members. Mayor said one of the members had to go to Germany and wouldn't make the meeting.

Mayor said he has been reviewing the Village's cable contract. The cable company used to provide free service to the Police Department and Service Department and he thinks it is important that they each have a television that works. Dishong said there is a simple solution to the problem and just get a high definition antenna and get the local channels.

Mayor informed Council the Village was awarded the Department on Aging Community 2017 Senior Supporter of the Year award for the services it provides to senior citizens in the community.

FISCAL OFFICER'S REPORT: Fiscal Officer stated that at a recent Northeast Ohio Municipal Clerks Association (NEOMCA) meeting where the Northeast Ohio Public Energy Council (NOPEC) did training, she was informed that NOPEC will be giving out \$20 million in general fund grants for eligible projects for member communities in 2018. Details will be shared at the NOPEC General Assembly meeting in November. Additionally, NOPEC will be looking to give residential members some sort of giveback as well.

NOPEC is also interested in sponsoring community events to get out into the communities. Fiscal Officer said NOPEC could get involved somehow with the Fall Festival.

Fiscal Officer stated budget line items were amended at the last meeting for the Fall Festival and at that time it was her belief there would be enough in the fund to cover the increase in expenses. Unfortunately, however, there is not enough budgeted to cover those additional Fall Festival expenses which is over by approximately \$620, so appropriations need to be amended for \$1,000.

FISCAL AUDITOR'S REPORT: Fiscal Auditor thanked Fiscal Officer for her work over the weekend on prepping and finalizing the final 5-Year Projection report.

Fiscal Auditor distributed his monthly report to Mayor and Council and stated he balances with the Fiscal Officer on all funds.

Fiscal Auditor reviewed his monthly report and stated the interest rate has increased slightly. There has been a decrease in cash balances, but overall balances are up for the year. He explained this is because the Village has received all the real estate taxes for the year, but still hasn't paid for the 2017 Road Program. Ambulance fees came through very solid and will help the Village meet the budgeted amount. Refunds and reimbursements is increased due to an insurance claim on the cruisers that came through.

Mayor said in addition to the grant money Fiscal Officer reported that NOPEC looks to give out in grants, Jack Schron from Cuyahoga County said the County has money they are loaning out to

groups at a lower interest rate than the Village could get at a bank. Mayor also reported he received a call from the Geauga County Engineer who said they have money they are loaning out as well. Dishong said the park is getting a lot of use and one idea for funding may be to install a bathroom at the park.

Kostura made a motion to approve the fund balances of the Fiscal Auditor and Fiscal Officer as submitted, seconded by Nairn. Voice vote, all in favor. Motion carried.

At 8:30 p.m. Dishong made a motion to adjourn into Executive Session to discuss potential sale of property, seconded by Nairn. Roll call – ayes, all. Motion carried.

Council reconvened at 8:55 p.m.

COMMITTEE REPORTS: Nairn had no report.

Carroll said there will be a first reading tonight on legislation to adopt the revised Emergency Operation Plan.

Dishong said the Human Resources Committee continues to work on the employee handbook.

Kostura reported that the Fiscal Officer and Finance Committee put together the 5-Year Projection report that was distributed to elected officials. Fiscal Officer explained how the General Fund is broken down into various sub-funds for tracking purposes, and reviewed how the other funds are funded. She did a 5-year estimate of revenues and expenses and used those numbers to create graphs of revenues and expenses for a visual reference to see where finances are headed. The Street Fund was calculated in two ways; one with finances as they currently stand, and one with how finances will look if the proposed new Road levy passes. Fiscal Officer asked Mayor and Council to look over the report and it can be discussed at the budget work session on October 2nd. Dishong said creating a long-term projection plan has been discussed for years but no one ever completed it; he thanked the Finance Committee for working to get it complete and said it is very useful. Fiscal Auditor said not only were the visual graphs very helpful to see the projection of revenues and expenses, but also the calculation of the depletion of cash balances and how those will be affected over the coming years was beneficial. Kostura said another thing to keep in mind is Department Heads were asked for their input of upcoming large and capital expenses. As in any budget review, some of these items may stay in the budget and some may be removed - these adjustments will impact the plan itself and where the Village lands at the end of the 5-year term. Fiscal Officer also informed Council that she confirmed with the County that if the Road Levy passes, the Village will start receiving the increased revenue in 2018 because it will go on the 2017 tax roll.

Porter said the Public Utilities Committee met to discuss the Department of the Interior U.S. Geological Survey (USGS) proposed agreement for 2018. The recommendation of the committee is to continue with USGS for \$7,000 to monitor water levels, especially with the new

Lantern facility to understand how the facility impacts the water levels. Porter made a motion to go into an agreement with Department of the Interior U.S. Geological Survey (USGS) for 2018 at a cost of \$7,000, seconded by Nairn. Voice vote, all in favor. Motion carried.

Canton has received very positive feedback on the Fall Festival and he thanked everyone for their help with the festival.

Mayor stated on January 25, 1955 the Village purchased the “Krappe” property for \$2,500.

ORDINANCES/RESOLUTIONS:

Porter gave second reading on ordinance amending Section 1482.01(a) and (c) of the Codified Ordinances of the Village of South Russell by requiring a hard surface of either asphalt or concrete for all new or replaced residential driveways and for all commercial aprons, driveways, and parking areas.

Kostura introduced an ordinance amending the appropriations increasing the Park Fund expenses \$1,000. Kostura made a motion to waive further readings, seconded by Canton. Roll call – ayes, all. Motion carried. Kostura made a motion to adopt, seconded by Dishong. Roll call – ayes, all. Motion carried. **Ordinance 2017-30.**

Porter introduced an ordinance amending section 1440.05 of the codified ordinances of the Village of South Russell by adopting new building fees. Porter distributed a redline version of the new ordinance for elected officials to use as a comparison to the old one.

Carroll introduced an ordinance authorizing the sale of Village property not needed by the Village and declaring an emergency.

Carroll introduced a resolution expressing the intent to sell personal property not needed for public use by internet auction, authorizing the Mayor and Fiscal Office to execute all necessary agreements and declaring an emergency.

Kostura introduced an ordinance authorizing an agreement with S.E.T., Inc. in the amount of \$92,920.24 for the construction project known as the Cascades Culvert Replacement project and declaring an emergency. Kostura made a motion to waive further readings, seconded by Nairn. Roll call – ayes, all. Motion carried. Kostura made a motion to adopt, seconded by Nairn. Roll call – ayes, all. Motion carried. **Ordinance 2017-31.**

Carroll introduced an ordinance to adopt an Emergency Operations Plan for the Village of South Russell.

BILLS LIST: Kostura made a motion to ratify the 9/15/17 Bills List in the amount of \$1,432.20, seconded by seconded by Dishong. Voice vote, ayes – all. Motion carried.


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

Carroll brought up the donation of Eagle Scout service funds from the last meeting. He read the Boy Scout bylaws regarding donation money which states that all donor funds must be released to the beneficiary once the expenses have been paid. Carroll said he talked to the scout masters and they can't take the money back, it must go towards the beneficiary which is the Village of South Russell. Carroll said the beneficiary of the project was the Parks so he would like to designate that money to the Park Fund and would like the Village to accept the money towards the Park Fund. Mayor said the money he received from the scout is \$281.50. There was discussion about accepting the donation towards the Park Fund but not to designate it specifically to scout projects. Fiscal Auditor also stated that many of the scout projects require ongoing maintenance and by accepting this money to the Park Fund, it would help offset those maintenance costs. Mayor will discuss the issue with the Solicitor and address it at the Council meeting on October 9th.

Nairn reminded Mayor and Council she will miss the next Council meeting as she will be out of the country on vacation.

Mayor said the Village needs to keep an eye on what the County is doing. The County wants to increase the Motor Vehicle License fees and Mayor doesn't feel that will benefit the Village enough. Mayor is going to look into getting more information on the issue

ADJOURNMENT: Being that there was no further business before Council, at 9:24 p.m. Carroll made a motion to adjourn, seconded by Dishong. Voice vote – all in favor. Motion carried.



William G. Koons, Mayor



Danielle Romanowski, Fiscal Officer