

**RECORD OF PROCEEDINGS
REGULAR COUNCIL MEETING
MONDAY, JANUARY 14, 2013 – 7:30 P.M.
MAYOR MATTHEW E. BRETT PRESIDING**

MEMBERS PRESENT: Wolfe, Binder, Dishong, Koons, Porter, Kostura

OFFICIALS PRESENT: Fiscal Officer Romanowski, Street Commissioner Johnson, Building Commissioner Hocevar, Police Chief Wetzel, Fiscal Auditor Lechman, Solicitor Ondrey and Engineer Haibach

VISITORS:

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the Flag. Fiscal Officer Romanowski read the roll. Binder moved to approve the minutes of the December 10, 2012 Council meeting, seconded by Wolfe. Roll call – ayes, Wolfe, Dishong, Binder, Koons and Porter. Motion carried.

VISITORS: No one wished to address Council.

MAYOR'S REPORT: Mayor reported that he and Council interviewed several residents to fill the vacant council seat left by Jim Flaiz. Mayor reported that seven residents expressed interest in the vacant seat and all were very impressive candidates. Binder made the motion to appoint Bryan Kostura to fill the vacant Village Council seat, seconded by Koons. Roll call – ayes, Wolfe, Dishong, Binder, Koons and Porter. Motion carried. Mayor Brett proceeded to swear in Bryan Kostura as a new Council member.

Mayor addressed the 2013 committee assignments and said they would remain fundamentally the same as the design of 2012. The Mayor made 2013 Committee Assignments, as follows:

Building Committee:	Bill Koons - Chair Bryan Kostura
Finance Committee:	John Dishong - Chair Bryan Kostura
Human Resource Committee:	Mary Beth Wolfe - Chair Mark Porter
Planning Commission:	Bryan Kostura
Property Committee:	Bill Koons - Chair Jack Binder
Public Utilities Committee:	Mark Porter - Chair Mary Beth Wolfe
Safety Committee:	Jack Binder - Chair Mary Beth Wolfe
Streets Committee:	Jack Binder - Chair John Dishong

Emergency Operations
Planning Committee:

Mark Porter - Chair
John Dishong
Mike Carroll
Bill Koons

Park Committee:

Koons made a motion to approve the 2013 Committee Assignments, seconded by Dishong. Roll call – ayes, all. Motion carried.

Mayor appointed Greg Pike to the Parks Committee. He also discussed appointing Laura LaChapelle to the Zoning Board of Appeals (ZBA). Koons made a motion to affirm Laura LaChapelle’s appointment to the ZBA, seconded by Dishong. Roll call – ayes, all. Motion carried.

Mayor announced the reappointment of the following:

Planning Commission:	Wally Sutcliffe
Architectural Board of Review	Paul Deutsch
Cemetery Committee:	Patty Mills
Zoning Board of Appeals:	Greg Gamm Christine Houston

Koons made a motion to appoint Greg Gamm and Christine Houston to the ZBA, seconded by Kostura. Roll call – ayes, all. Motion carried.

Mayor addressed the need for Council to adopt the Council Rules and Procedures. Dishong made a motion to adopt the Council Rules and Procedures, seconded by Koons. Roll call – ayes, all. Motion carried.

Mayor stated the position of President Pro Tem needed to be elected. Porter made a motion to elect Koons as President Pro Tem, seconded by Binder. Roll call – ayes, Binder, Kostura, Porter, Wolfe, Dishong. Koons abstained. Motion carried.

Mayor discussed the State of the Village. He stated that 2012 was a year of personnel changes and the Village has dealt with changes in several positions. He said a number of topics were dealt with including issues with dogs, parking, and outsourcing certain Village items such as lawn care. Mayor stated the Village continues to work with the recreation expansion group.

In regards to the Village properties, Mayor stated several improvements have been made such as the enclosure on the Village Hall porch, the addition to the storage shed for the Service Department, clean up in front of the Police Department, and new decking around the front entranceway of the Police Department. He said the locker room at the Police Department was revamped and a workout room was added as well.

Mayor commented that other items that were worked on in 2012 included reestablishing the cemetery, the launch of a new pavement process for the road program, and the creation of walking trails in the parks. He said the recognition of the Inter Urban Railway was launched, and the Village added a pre-emptive system to the traffic signal.

Mayor stated much work was done on securing the Federal Grant and the Ohio Public Works grants for Bell Road. He said the Village continued the practice of department head presentations and the strategic planning session. Mayor noted that regular Village activities such as the Fall Festival, trash day, street maintenance, safety and building operations continued in 2012.

From a finance perspective, the Mayor noted the Village began the year with \$1,947,495 and at the end of 2012 the Village had revenues of \$3,679,099. Mayor indicated a significant portion came from inheritance revenue of \$611,066 and was an unusual occurrence. The expenses for the year were \$3,035,792 therefore the Village operated within its means. Mayor stated the Village ended 2012 with cash balances of \$2,528,442 and the Village is in a solid financial position.

Looking forward to 2013, the Mayor commented that the Village might be facing a potential change in regards municipal income tax collections. The Mayor noted that he felt that it is very important to re-engage with emergency preparedness. He noted issues such as the park, the rental property, continued staffing changes and a possible levy to contemplate would need to be addressed. Mayor stressed the most important objective is to stay focused on what delivers the most benefit to Village residents.

In conclusion of the State of the Village report, Mayor stated he believes the Village has a good plan and sights are set on the most important priorities. Overall his expectations are to have a really good year.

Mayor continued with reporting on general Village business and noted that the Bedford Medical Center could be a possible resource for a dispatch group, with up to 10 dispatch seats. Mayor met with the Rec Center expansion group and discussions continue to progress.

Mayor stated the interviews for the Lieutenant position are going well, and the Village is contemplating using a pre-employment firm based in Chagrin Falls to assist with that process. The Village is also reviewing part-time and full-time police department applications. A new resident welcome letter has been drafted and will be sent to new Village residents.

FISCAL OFFICER'S REPORT: Fiscal Officer said an ad was placed for a Police Department patrolman generating numerous applicants. As Tax Administrator, Fiscal Officer reported a gross distribution of \$98,132.37. After refunds and overhead, Tax Administrator reported a net distribution of \$92,181.26.

FISCAL AUDITOR: Fiscal Auditor has balanced the checking account with the Fiscal Officer.

Fiscal Auditor reviewed the year to date totals versus the budgeted amounts in his report. He stated that the balances are very strong and the revenue is 123% of what was budgeted. Expenditures were 96% of what was budgeted and the Village is much stronger than the end of last year.

ENGINEER'S REPORT: Engineer reported he had nothing new to discuss, however he wished to discuss an update to the Bell Road project. He stated he asked the designer to look at each individual property that would be affected by the widening of the Bell Road project. Engineer

noted five properties were identified that would be best to get work agreements from the property owners to get an additional 8 feet or so to provide a smooth driveway transition and the best end result of the project.

BUILDING COMMISSIONER'S REPORT: Building Commissioner said he has set up a project with the Engineer's office to duplicate the platting for the building department which will allow for digital format and will also print more clearly.

POLICE CHIEF'S REPORT: Sergeant Rizzo reviewed the Shop with a Cop success with helping three families – allowing eight children to shop. Police Chief read his formal resignation letter to Council. Mayor told Chief Wetzel his passion shines through and he has done a great job for South Russell Village and it has been greatly appreciated.

STREET COMMISSIONER'S REPORT: Street Commissioner reported the 2006 Crown Victoria sold on govdeals.com. He stated work was done on Bell Rd. and First Energy removed several trees from the right of way.

SOLICITOR'S REPORT: Solicitor had no report.

COMMITTEE REPORTS: Kostura, Wolfe, and Porter had no report.

Binder reported the Streets Committee is scheduled to meet on Friday, January 18, 2013 at 7:30 A.M.

Dishong reported the newsletters were mailed to residents. He stated the Finance Committee is scheduled to meet on Thursday, January 17, 2013.

Koons reported the Building Committee noticed the front of the building needs attention and the back porch project looks great. He stated a rental property recommendation is in the process of being prepared.

Koons said the Parks Committee has been discussing the dog leash issue. The Committee came up with 11 possible solutions at their last meeting, and may propose an every other day leash requirement for the park. Binder mentioned the issue of cleaning up dog waste in the park and complaints relative to this matter should also be discussed. Koons said the Parks Committee is going to present their recommendations for the park at the January 28, 2013 Council meeting. Koons stated Lee Schiemann is also planning to present a proposal to apply for a grant for an Interurban sign at that meeting.

Koons reported the committee will be addressing a proposed donation for a pavilion with stipulations. Mayor suggested a documented agreement should be reached with the donors.

ORDINANCES/RESOLUTIONS:

Dishong introduced a resolution for an advance of taxes collected. Dishong moved to waive further readings and declare an emergency, seconded by Wolfe. Roll call, ayes- all. Motion carried. Dishong moved to adopt, seconded by Wolfe. Roll call, ayes- all. Motion carried.

Ordinance 2013-01.

Dishong introduced a resolution requesting direct deposit of taxes. Dishong moved to waive further readings and declare an emergency, seconded by Kostura. Roll call – ayes, all. Motion carried. Dishong moved to adopt, seconded by Wolfe. Roll call, ayes- all. Motion carried.
Ordinance 2013-02.

BILLS LIST:

Wolfe made a motion to approve the 12/14/12 bill list in the amount of \$16,061.71, seconded by Koons. Roll call – ayes, all. Motion carried.

Dishong made a motion to approve the 12/30/12 bill list in the amount of \$63,466.76, seconded by Binder. Roll call – ayes, all. Motion carried.

Koons made a motion to ratify the 12/31/12 bill list in the amount of \$8,760.69, seconded by Binder. Roll call – ayes, all. Motion carried.

Wolfe made a motion to approve the 1/15/13 bill list in the amount of \$44,288.20, seconded by Dishong. Roll call – ayes, all. Motion carried.

NEW/OTHER BUSINESS:

Several members of Council and the Mayor thanked Chief Wetzel for his years of service.

ADJOURNMENT: Being that there was no further business before Council, at 9:09 p.m., Wolfe made a motion to adjourn the meeting, seconded by Dishong. Roll call – ayes, all. Motion carried.

Matthew E. Brett, Mayor

Danielle Romanowski, Fiscal Officer