

**RECORD OF PROCEEDINGS
REGULAR COUNCIL MEETING
MONDAY, JUNE 8, 2015 – 7:30 P.M.
MAYOR MATTHEW E. BRETT PRESIDING**

MEMBERS PRESENT: Kostura, Porter, Carroll, Binder and Koons

MEMBERS ABSENT: Dishong

OFFICIALS PRESENT: Fiscal Officer Romanowski, Fiscal Auditor Lechman, Police Chief Rizzo, Street Commissioner Johnson, Building Inspector Heilman, Solicitor Ondrey, Engineer Haibach

VISITORS: Barbara Stiebeling, East Bel Meadow Lane; Linda Hernandez, Solon; Russ Zajackowski, Maple Springs Drive; Jim Ohnech, Maple Springs Drive; Linda Alexander, Montville; Eric, Kelly & Asher Kimball; Mandy Mooter, Madison Road; Claudia Allen, Bainbridge Road; Judy Besunder, North Brook Trail;

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Fiscal Officer Romanowski read the roll. The Fiscal Officer asked for some clarity on the motion in the May 11, 2015 minutes stating when and where the Gadsden flag should be hung in the Village since the recording wasn't clear. Council would like to wait until Dishong is in attendance to approve the minutes since he made the motion.

Koons moved to approve the minutes of the May 26, 2015 Special Council meeting, seconded by Kostura. Roll call – ayes, all. Motion carried.

VISITORS: The Police Chief introduced Eric Kimball and requested that Council hire Kimball as a part-time Patrolman for the Police Department. He works full-time for Gates Mills as a Sergeant and is a South Russell Village resident. Chief believes he is a great candidate for the open position at the Police Department. Mayor agreed that Kimball is an outstanding fit for an employee at the Police Department and recommended that Council hire him as a part-time Patrolman. Kostura moved to hire Kimball as a part-time Patrolman at the Police Department, seconded by Binder. Roll call – ayes, all. Motion carried.

Mayor swore in Kimball as part-time Patrolman.

Linda Hernandez of Solon addressed Council concerning the circus and handed out a folder with information on animal cruelty. She discussed several locations that have now banned circuses in their towns and shared several statistics and quotes. She would like to see South Russell be the first community in Ohio to approve a ban of circuses.

Barbara Stiebeling of South Russell Village is concerned about the evacuation plan and health issues. She asked Council to follow through with obtaining the veterinary records and making sure the circus workers are properly tested. Stiebeling also asked that signage be addressed and asked what kind of weapons the circus carries with them while traveling.

Claudia Allen of Solon studied Sociology and thinks it's a bad idea to expose children to the violent tools used in a circus. Health issues such as tuberculosis and escaping animals are also a concern to her.

Russ Zajaczkowski of Chagrin Lakes addressed Council concerning the muddy lakes. The Mayor said he has corresponded with Aqua Doc concerning the cleaning of the lake. Aqua Doc provided a recommendation to the Lantern of South Russell and they have agreed to pay for the cleaning. The Mayor said the Village has agreed to pay for the cleaning if the Lantern of South Russell fails to and the he followed up with Aqua Doc to make sure their recommendation hadn't changed. The revised proposal is to complete base line testing.

Zajaczkowski said the siltation is still an issue. Mayor referred to the Engineer who said the Lantern of South Russell has met the Village's requirements. Zajaczkowski said that he was informed that Aqua Doc was told there is no longer a siltation issue but this isn't correct. The Mayor said he strictly asked Aqua Doc what their recommendation is concerning the issue.

MAYOR'S REPORT: The Mayor said the Tax Board of Review met earlier this evening but no final decision was made. They will hold a Tax Board of Review meeting July 13th at 7 p.m.

In regards to the Chagrin Valley Intergovernmental Council, the Mayor reported that a common topic for this meeting was road issues. Various repair techniques were discussed and the communities that attended would like to have a follow up meeting on the topic and include their engineers.

The cemetery opening ceremony is scheduled for Saturday, July 18th at 9:00 a.m. There are a few items at the cemetery that need to be addressed before the opening, including some grading. Sale of lots will be available after the opening.

Currently the lots in section 2 face north and south. The Mayor proposed that the graves face east and west, which is the typical direction. The engineering and cemetery software charges would be \$4,000 for the change. The Street Commissioner stated Engineer Bond thought we would be losing 8 graves but by moving the flagpole to the center he discovered that adding full graves to the section where the flagpole currently is set on the map would provide 11 graves, which would be an additional 3 graves. He also feels this is the best time to make the change since no lots have yet been sold and this might eliminate questions in the future. The Mayor added that he didn't have a preference whether or not the change should be approved. Discussion followed.

The Fiscal Officer stated that the Cemetery budget currently needs to be increased by \$7,000 to cover engineering costs related to the cemetery with additional bills on the way. She said appropriations should amended by \$11,000 to cover these expenses.

Kostura asked the Engineer if the granite aggregate has hardened. The Engineer said it has not and a concrete walkway will be installed instead at SiteTech's expense.

Koons moved to change Section 2 of the Cemetery to face east and west at a cost of \$4,000, seconded by Porter. Roll call—ayes; Koons and Porter. Nay; Kostura, Binder and Carroll. Motion failed.

The Mayor reported that the Village of South Russell was listed on the WKYC website as being the #1 Cleveland suburb to raise a family. The Village was also ranked at #3 in the State of Ohio and #48 in the Country. The Mayor said he believes this is due to the hard work of all public officials and committees that are a part of the Village. The criteria used to determine these statistics are all elements that the Village looks at as priorities.

FISCAL OFFICER'S REPORT: The Fiscal Officer reviewed her monthly report.

The Fiscal Officer informed Council they needed to schedule the Tax Budget Hearing. Kostura moved to schedule a Tax Budget Hearing for Monday, July 13th at 7:25 p.m., seconded by Koons. Roll call – ayes, all. Motion carried.

The new website has been live for a couple months now. The Fiscal Officer asked for any suggestions, improvements, changes or ideas regarding the website.

Fiscal Officer informed Mayor and Council that letters were mailed to residents that sent donations to the Show Your Colors program informing them the Village will now be operating the program in house. Checks made out to Show Your Colors were mailed back to residents requesting that the check be made out to the Village of South Russell if they would like to donate. One resident called back and stated she will not be sending another check since the money will be used for the Gadsden flag.

Carroll congratulated Koons and the Fiscal Officer on their Cleveland State University Leadership graduation.

FISCAL AUDITOR'S REPORT: The Fiscal Auditor presented his report to Council and reported that he and the Fiscal Officer balance to the penny on all funds.

Kostura moved to approve the May Financial Statements as submitted, seconded by Koons. Roll call – ayes, all. Motion carried.

ENGINEER'S REPORT: The Engineer said he met with SiteTech at the end of May concerning a few punch list items. They are aware of the items to finish but they haven't given the Village a completion date yet. The Mayor suggested hiring a company to complete these items so they are done before the opening ceremony.

The Engineer will be scheduling a preconstruction meeting for the 2015 Road Program soon.

The Engineer briefly discussed the Bell Road Project and the thermoplastic striping that was installed. This material makes the side and center lines thicker. The lines by the school are even thicker than the other lines on Bell Road and almost act as speed bumps. Discussion followed.

BUILDING INSPECTOR'S REPORT: The Building Inspector stated that the roof is complete at the Police Department. The siding is scheduled but the trim on the windows will need painted before the siding is installed. The portico repair is also scheduled.

The Building Inspector checked on reroofing the salt dome. There is an increase in the price since it was quoted last year. She is working on getting quotes for the inside lighting at the Police Department and Village Hall basement.

Koons moved to approve the \$1,500 expense for painting the windows at the Police Department, seconded by Kostura. Roll call – ayes, all. Motion carried.

POLICE CHIEF'S REPORT: The Police Chief referred to his report.

The Police Chief discussed the parking issues on Manorbrook and Alderwood Drive because it is hard to maneuver past parked cars if they are parked on these streets. The Police Chief and Street Commissioner have marked these zones. Kostura asked for the homeowners in this area to be notified and signs to be posted. Chief will follow up with both of these requests and stated he and the Street Commissioner have plans for signage. Binder also requested that a communication campaign be completed. The Chief asked Council to consider a penalty for parking in these zones.

The Chief reported that he finally received an updated quote from Signal Services and Perram Lampion for the LED traffic light. The Signal Services quote includes the LED conversion, the LED conversion on the indicator lights for the preemption system, replacing the controller, modifying the preemption system, installing the meter for the Illuminating Company, updating the lights and the snow scoop visor for \$11,630.40 and the Perram Lampion quote, which includes the same items as the Signal Services quote was quoted at \$9,394. Chief recommended using the Perram Lampion quote. The snow scoop visors are a little over \$2,000 and are an option which can be added later if decided. Discussion followed.

Binder asked if Perram Lampion has good reviews for service in the case of a light outage. Chief will look into this matter.

The Cops and Kids fishing event will be held Sunday, June 14th at 9 a.m. at Bellwood Lake.

STREET COMMISSIONER'S REPORT: The Street Commissioner referred to his report and said the Street Department is currently working on several culvert replacements and storm sewer repairs.

The Street Department is also fixing the area of the cemetery that was disturbed due to the well installation.

The Street Commissioner filed a salt bid request to ODOT. Their bid opening is June 16th so the Village should know this upcoming winter season's salt prices soon. The lawsuit with Morton and Cargill was recently settled and they will be required to reimburse local communities. The Street Commissioner will be looking for paperwork to file when it is available.

There are still some problems with the brakes on the new loader. Southeastern Equipment replaced the master cylinder but there are still issues. Payment has been held and the Street Commissioner has requested a new loader that works properly.

Carroll mentioned some traffic issues during the recent trash day and suggested possibly changing the traffic flow pattern for dropping off the trash.

SOLICITOR'S REPORT: The Solicitor had nothing to report.

Foreclosure properties and the responsibility to maintain the yard and storm sewers were briefly discussed.

COMMITTEE REPORTS: Binder had nothing to report.

Kostura would like to discuss some changes to the Building Department personnel in executive session.

Kostura would like to see a 3 to 5 year plan by August from each department of special expenses that aren't routine purchases. Kostura would like to schedule a Strategic Planning meeting for early September and a Budget meeting for late September. October would give Council time to review and make any changes needed to the budget before it is voted on in December. He would like to see plans from Council for the Village properties.

Porter reported that the Street Committee changed their next meeting to June 18th at 7:30 a.m. at the Street Department office.

Carroll reported the Safety Committee met in May and the Chief covered most of those topics discussed.

Koons has scheduled a meeting with Sheffield Monuments for Wednesday, June 17th at 12 noon to see if they can offer the Village any additional cemetery details.

Koons said the Farmers' Market is going well and the Fall Festival planning has begun. The Village will hire two clowns to do face painting and we might hire an additional clown due to the volume of requests last year.

Koons attended a Sunshine Law training and learned about records retention. He learned many other useful tips about conducting a meeting.

Koons said the Eagle Scouts are excited about their project to install bird houses. They are looking into what type of houses would be best to use and they will be working with the Geauga

Park District on the best locations to place them. Another Boy Scout will be building benches and there was interest to build a small bridge as well.

Koons said the appraisal of the rental house came in at \$180,000. This appraisal lists the property having two acres.

Koons said the roof at the Police Department is black, the siding will be white and the trim around the windows will be green.

Koons said he received a request to allow alcoholic beverages at a Chagrin Schools class reunion party held at the pavilion on July 26th. Koons moved to allow alcoholic beverages at the pavilion for the class reunion on July 26th, seconded by Porter. Roll call – ayes, all. Motion carried.

Carroll moved to approve the contract with Inspection Solutions expiring May 31 2016, seconded by Kostura. Roll call – ayes, all. Motion carried.

The Police Department received a donation from a resident for their house watch program. Kostura moved to approve the \$100 donation to the Police Department, seconded by Koons. Roll call – ayes, all. Motion carried.

ORDINANCES/RESOLUTIONS:

Koons introduced an ordinance amending appropriations increasing Special Land and Building expenses by \$11,000 and Income Tax Transfers by \$11,000 and declaring an emergency. Koons moved to waive further readings, seconded by Carroll. Roll call – ayes, all. Motion carried. Koons moved to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **Ordinance 2015-25**

Koons introduced an ordinance transferring funds from the Income Tax Fund to the Special Land and Building Fund in the amount of \$11,000 and declaring an emergency. Koons moved to waive further readings, seconded by Carroll. Roll call – ayes, all. Motion carried. Koons moved to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **Ordinance 2015-26**

Mayor gave third reading on an ordinance approving the current replacement pages of the South Russell Codified Ordinances and declaring an emergency. Koons moved to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. **Ordinance 2015-27**

Kostura introduced a resolution to approve the advance of taxes from the County Auditor's Office. Kostura moved to waive further readings, seconded by Carroll. Roll call – ayes, all. Motion carried. Kostura moved to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **Resolution 2015-28**

BILLS LIST:

Kostura moved to ratify the May 29, 2015 bills list #2 in the amount of \$2,706.88, seconded by Carroll. Roll call – ayes, all. Motion carried.

Carroll moved to approve the June 15, 2015 bills list in the amount of \$337,126.46 which includes the land acquisition payment, seconded by Kostura. Roll call – ayes, all. Motion carried.

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

Binder attended Congressman Joyce's conference and he enjoyed the speakers that talked about how communities can work with businesses and also briefly discussed grants.

Carroll said the Fire Prevention Officer is currently working with businesses to make sure their buildings are safe.

Mayor reported that the Planning Commission will meet Thursday, June 11th at 7:30 p.m. to discuss 21 additional parking spaces at Washington Center LTD.

Binder mentioned local businesses are interested in improving the business area of East Washington Street to make it a little more inviting.

Stiebeling asked for an update on whether circus employees have been tuberculosis tested, if circus employees were convicted of a felony, if circus employees are US citizens and if the circus has weapons while traveling. The Mayor said he doesn't have an update at this time.

At 9:48 p.m. Binder moved to enter into executive session to discuss personnel compensation, seconded by Kostura. Roll call – ayes, all. Motion carried.

Council reconvened at 10:08 p.m.

Kostura moved to authorize the Mayor to enter into a lease agreement with Michael Rizzo at a rate of \$500 per month with the lease agreement not to include lawn service and basic maintenance for a date to be determined, seconded by Binder. Roll call–ayes; Kostura, Binder and Carroll. Nay; Koons and Porter. Motion carried.

Kostura introduced an ordinance amending appropriations increasing Building Department Salaries and Benefits expenses by \$7,500 and Income Tax Transfers by \$7,500 and declaring an emergency. Kostura moved to waive further readings, seconded by Binder. Roll call – ayes, all. Motion carried. Kostura moved to adopt, seconded by Binder. Roll call – ayes, all. Motion carried. **Ordinance 2015-29**

Kostura introduced an ordinance transferring funds from the Income Tax Fund to the Building Department Fund in the amount of \$7,500 and declaring an emergency. Kostura moved to waive further readings, seconded by Binder. Roll call – ayes, all. Motion carried. Kostura moved to adopt, seconded by Binder. Roll call – ayes, all. Motion carried. **Ordinance 2015-30.**

The Mayor added that this will allow the current Planning Commission/ABR/ZBA Secretary, Lucy Jasinski, to continue working in the Building Department two days weekly with a revised job description to be determined.

ADJOURNMENT: Being that there was no further business before Council, Carroll moved to adjourn, seconded by Kostura. Roll call, ayes - all. Motion carried.

Meeting adjourned at 10:10 p.m.

Matthew E. Brett, Mayor

Danielle Romanowski, Fiscal Officer

Prepared by Jennell Dahlhausen