

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 14, 2015 – 7:30 P.M.  
MAYOR MATTHEW E. BRETT PRESIDING**

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

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

**VISITORS:** None

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Fiscal Officer Romanowski read the roll.

Fiscal Officer reported that the approved July 13, 2015 minutes had an error. The minutes stated salt costs increased for the 2015-2016 season, when they actually decreased. Koons moved to approve the minutes of the July 13, 2015 Council meeting as amended, seconded by Kostura. Roll call – ayes, all. Motion carried.

Carroll moved to approve the minutes of the August 10, 2015 Storm Water Workshop meeting, seconded by Koons. Roll call–ayes; Carroll, Dishong, Kostura, Koons, Porter. Abstain; Binder. Motion carried.

Koons moved to approve the minutes of the August 10, 2015 Forfeiture hearing, seconded by Kostura. Roll call–ayes; Carroll, Dishong, Kostura, Koons, Porter. Abstain; Binder. Motion carried.

Koons moved to approve the minutes of the August 10, 2015 Council meeting, seconded by Kostura. Roll call – ayes, all. Motion carried.

**VISITORS:** There were no visitors present.

**MAYOR’S REPORT:** The Mayor updated Council concerning the Waverly Lane drainage and runoff of storm water from the school. The previous site plans and current drainage were reviewed by the Engineer. He noticed the swale noted in the previous plans isn’t prominent in the field today so he would like to complete a survey to show more information. There is a drainage pipe that runs through the field to help the turf dry quicker but it isn’t a good drainage solution for rainstorms.

The Mayor reported that he looked into the complaint at the last meeting from Mary Jo Minello on Manor Brook Drive about buses from Gurney Elementary starting up in early hours of the morning. The Police Chief stated he doesn’t see an issue with the noise ordinance. The Mayor

added the school spoke with her as well and they are trying to have buses that start the earliest park further away from her house so there isn't as much noise.

The Mayor stated the baseline study for Chagrin Lakes has occurred and some of the treatments have been completed as well. The Engineer reviewed a recent concern that more muddy water has entered the lakes again. He has determined that all of the siltation methods at the Lantern of South Russell are properly in place.

The Village is currently working on leasing the rental property on Chillicothe Road. The current lease expires in mid-October and the renter is moving. Carroll questioned recent discussions regarding selling the house. Mayor said selling the house could be discussed at the Strategic Planning Meeting on Tuesday, September 15<sup>th</sup>, but that in the meantime he would like to rent the house.

The 2014 Appreciation lunch was held at the park pavilion in August. The Chagrin Valley Woman's Conservation Club and their previous President, Margaret Horner were recognized. Other people acknowledged for their service to the village were Walter Sutliff, Maggie Tomaro, Dave Hocevar and Ann Dunning. Mike Fabian was selected as the 2014 Employee of the Year.

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

The Fiscal Officer reminded the Mayor and Council that a 2016 Budget work session still needs to be scheduled for early October.

The Fiscal Officer reviewed some upcoming amendments that will need to be made to this year's budget appropriations.

Fiscal Officer informed Mayor and Council that she is working with Gallagher Benefit Services and the Ohio Public Entity Consortium to receive healthcare renewal rates.

As Tax Administrator, the Fiscal Officer reported the gross collection for August income taxes was \$74,749.95 and the net distribution was \$65,698.16.

Referring to the Fiscal Officer's report, Porter asked about participation in the Ohio Treasurer's OhioCheckbook.com website. The Fiscal Officer replied that many communities are not participating. She said the website only posts expenses being paid by listing each and every check, however it does not show any revenue. Without looking at both the revenues and expenses, there is no way to get an accurate picture of the finances of a municipality. She will discuss this topic with the Finance Committee and get their recommendation.

The Fiscal Officer stated the file of the flood videos from the Police Department was too large to post on the server. A DVD of the footage is available at Village Hall if Council is interested in viewing it.

**FISCAL AUDITOR'S REPORT:** The Fiscal Auditor was not present.

**ENGINEER'S REPORT:** The Engineer reported that the 2014 Road Program hasn't been closed out yet due to a driveway apron on Snyder Road that still needs replaced. Specialized should have this completed in the next two weeks. There are some cracks near Bell Road that will need to be sealed as well.

The roads in the 2015 Road Program have been paved and the Village has a surplus of about \$60,000 in the budget due to a lack of base repairs necessary. The Engineer will be putting together a list of spot repairs which could be funded with the additional money in the budget, but Specialized isn't sure they have enough time this year to complete the work.

The Engineer said the Village also has the option to close out the road program for this year and get a quote for these spot repairs from another contractor. As long as the quote is no more than \$49,999, the Village would not have to go out to bid. Engineer also said he spoke with the Chagrin Falls Engineer who is planning on contracting for a small mill and fill project. They will have the advertisement out for the project this week. South Russell may have an option to piggyback onto the Chagrin Falls project without having to go out to bid.

The Engineer reported the Bell Road west project still has a few items on the punch list such as lowering a couple basins and adjusting the grade. The Engineer will meet with the Ohio Department of Transportation (ODOT) later this week to finalize the project. Regarding the Village property the contractor used as a staging area, the Street Commissioner said the grass is not like it was before the project. The Engineer will talk to the contractor about this and will inform Mayor and Council of all outstanding concerns with this project.

The Engineer stated he thinks the Village will have the final bill for the Bell Road project soon. ODOT is administering the project and will get the final figures to the Village soon. The Mayor asked the Engineer to obtain something from the County Engineer's office stating that the Village is still in good standing for the Ohio Public Works Commission (OPWC) funding for this project.

**BUILDING INSPECTOR'S REPORT:** The Building Inspector reported that she has answered about 80-90 inquiries about the rental house and has showed it to several people as well. She thinks the high rent for a two bedroom rental house may be a factor of disinterest.

The Building Inspector stated the salt dome roof repairs will begin in the next week. The material for the portico has been delivered and work should begin October 1<sup>st</sup>.

**POLICE CHIEF'S REPORT:** The Chief said he looked into the request from Walter Weber at the last meeting regarding training dogs at the park with an electric collar. Due to the factor of relying on electrical equipment that could potentially fail and hurt someone else if the dog were to run into the road or any other circumstance, Chief and the Lieutenant recommend Council not approve this request.

There was about 120 people at the Police Department open house event on Saturday, September 5<sup>th</sup>. Chief received good feedback from the attendees.

Porter asked if the water problem in the crawl space at the Police Department was resolved. Chief has researched installing a sump pump but this may be a major endeavor not worth doing. The Building Inspector stated the chances are slim that the water issue would happen again and the Chief said he will periodically make sure there isn't standing water. Carroll added that he is concerned about mold issues in the building.

The Chief stated the Village should be receiving all of the equipment for the traffic signals soon.

**STREET COMMISSIONER'S REPORT:** The Street Commissioner reviewed his July and August reports.

The street striping was completed over Labor Day weekend. The contractor for the center line striping is scheduled, which includes all primary roads except for west Bell Road. Kostura asked if the same thermoplastic striping that was used by ODOT on west Bell Road was the same as the new striping. The Street Commissioner stated it is different.

The Street Commissioner reported that the crack sealing is scheduled. Binder asked why crack sealing wouldn't be completed before the striping is done. The Street Commissioner stated that unfortunately the crack sealing isn't able to be done for another couple weeks.

The storm sewer issue at Fairfax has been corrected and the costs came in under the budgeted amount. The line was in place but the issue was due to a broken pipe that was repaired by the Street Department.

The Street Department will start getting the park ready for the upcoming Fall Festival.

Porter asked if there were any interments at the cemetery. There have been 15 lots sold but no interments yet.

**SOLICITOR'S REPORT:** The Solicitor attended a ZBA and Planning Commission meetings.

The Solicitor has received the latest information for the new income tax ordinance from the Fiscal Officer and will have the ordinance prepared for the first meeting in October. Discussion followed regarding the new tax board that will have to be assembled per state legislation.

**COMMITTEE REPORTS:** Binder had nothing to report.

Carroll is reviewing the Village's Emergency Operation Plan and will schedule a meeting with this committee soon.

Carroll informed Council that he attended the school bus training that Officers Levine and Zippay put together. Carroll said it was an excellent program.

Dishong stated that the Human Resource Committee met and made their final changes to the handbook. They will be reviewing the handbook with the Department Heads before it goes to Council for review.

Koons passed around a signup sheet for Fall Festival volunteers.

Koons will be representing the Village of South Russell at the Chagrin Valley Chamber's expo event this Thursday, October 17<sup>th</sup>.

Koons said several Eagle Scout projects including building six bird houses, a planter, four benches and cleaning up a trail at the park have been completed. The scouts will be present at the next Council meeting to explain details of their projects.

Kostura reported that the Planning Commission approved a request from Augie's Pizza to install a 12' x 20' walk-in cooler with fencing. This was also approved by ZBA. Another request for a café to-go wrap and juice bar near Precious Resources and the Yoga Studio on East Washington Street was approved by the Planning Commission. They should be open this upcoming January and the food will not be cooked on the premises.

Kostura said that the Planning Commission decided they would like to review the Zoning code to reevaluate zoning laws in various areas of the village and will make recommendations to Council.

Kostura met with the Finance Committee earlier in the month and reminded Council of the Strategic Planning Meeting set for Tuesday, September 15<sup>th</sup> at 6:30 p.m.

Porter reported the Street Committee met in mid-August and will meet again in early October.

Porter will be meeting with a representative from Northeast Ohio Public Energy Council (NOPEC) to see if it is beneficial for the Village to change their electric service provider.

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

Kostura introduced a resolution accepting the amounts and rates as determined by the County Tax Budget Commission and declaring an emergency. Kostura moved to waive further readings, seconded by Koons. Roll call – ayes, all. Motion carried. Kostura moved to adopt, seconded by Koons. Roll call – ayes, all. Motion carried. **Ordinance 2015-31**

#### **BILLS LIST:**

Kostura moved to ratify the August 14, 2015 bills list #2 in the amount of \$1,542.20, seconded by Koons. Roll call – ayes, all. Motion carried.

Koons moved to ratify the August 31, 2015 bills list in the amount of \$31,819.22, seconded by Kostura. Roll call – ayes, all. Motion carried.

Carroll moved to approve the September 15, 2015 bills list in the amount of \$44,602.57, seconded by Koons. Roll call – ayes, all. Motion carried.

**NEW/OTHER:** Dishong, Koons, Kostura, Porter and Binder had no new business.

The Chagrin Valley Jaycees would like to serve beer at an event at the park pavilion on Thursday, September 24<sup>th</sup> from 6:30-9:30 p.m. Dishong moved to allow alcoholic beverages at the pavilion for the Chagrin Valley Jaycees event on September 24<sup>th</sup>, seconded by Koons. Roll call – ayes, all. Motion carried.

Porter moved to allow the Chagrin Falls Schools to utilize the Village salt dome for the 2015-2016 winter season, seconded by Koons. Roll call – ayes, all. Motion carried

Carroll asked when Council wants to start looking for a replacement for Koons' council seat since the term expires December 31, 2017 and Koons will be serving as Mayor in 2016. Mayor suggested that an advertisement be published soon.

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

Meeting adjourned at 8:45 p.m.

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Matthew E. Brett, Mayor

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Danielle Romanowski, Fiscal Officer

Prepared by Jennell Dahlhausen