

**RECORD OF PROCEEDINGS
REGULAR COUNCIL MEETING
MONDAY, APRIL 28, 2014 – 7:30 P.M.
MAYOR MATTHEW E. BRETT PRESIDING**

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

MEMBERS ABSENT: Binder

OFFICIALS PRESENT: Fiscal Officer Romanowski, Fiscal Auditor Lechman,
Administrative Assistant Dahlhausen, Solicitor Ondrey

VISITORS: Ann Dunning, Morning Side Dr.; Wendy Davis, Ridgewood Rd.;
Mary Beth Wolfe, Daisy Lane; Gary Dole, Maple Hill Dr.;
Jonathan Seewald, Tanglewood Tr.; Joe Constant, Cori Ln.

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the flag. Fiscal Officer read the roll. Carroll moved to approve the minutes of the April 14, 2014 Council meeting, seconded by Dishong. Roll call – ayes, all. Motion carried.

VISITORS: Wendy Davis from Howard Hanna addressed Mayor and Council regarding a property she will be putting on the market that is in the area currently being surveyed for the possible sanitary sewer extension. She said as a realtor this poses a problem to her and her fellow coworkers as to what new stipulations to disclose to potential buyers. Davis feels this may cause some homes for sale to sit on the market until a final decision is made by Council. Davis said she had a lot of concerns on the potential project timeframe, how to advise her clients in the area, and asked if Geauga County is currently enforcing a moratorium on septic systems in South Russell. Porter stated that a moratorium is not in effect and was a proposal that would be based on the survey results. He said the Health Department could stop by a residence at any time and enforce the rules but they are waiting to hear back on what Village Council would like to do. Porter stated that so far 160 votes were recorded, which included the Lake Louise surveys; 77 votes in favor and 83 against. He said this is just a survey to see if the residents want to conduct the Engineering Study. Carroll stated that someone could file an initiative petition with the Board of Elections to put the issue on the ballot, which would be voted on by the entire Village. Davis informed Mayor and Council that she heard from someone that their client wasn't able to hold money in an escrow account for a septic system until Council makes a decision. Porter designated Mary Beth Wolfe as the local realtor contact. Dishong stated Council is going through the survey process to provide some clarity as to what the residents want to do since this has been discussed for so many years.

Joe Constant and Jonathan Seewald from the Chagrin Valley Jaycees gave an update on the progress of the circus planning. Constant updated Council that the agreement was finalized and the insurance included two policies. The first policy was for the Jaycees and the second was the additional insurance for the services provided by the Kelly Miller Circus. Constant spoke with Police Chief Rizzo and there will be one or two officers on duty during the event as well as hiring a couple off-duty officers which will be paid for by the Chagrin Valley Jaycees. Constant added that they had an issue with providing water for the animals so they will be purchasing a 1,500 gallon tank for water supply, which the Chagrin Falls Water Department will fill. The Jaycees will be using the same companies for the rentals as they do for the Blossom Time Festival. The schedule will be Sunday, July 27 with two afternoon shows and Monday, July 28

with two shows. The Jaycees will be advertising at the Blossom Time Festival and ticket sale locations will be at Chagrin Pet & Garden, First Federal Lakewood, Highway Auto Center and the Chamber of Commerce. Prices are \$10 for presale adults, \$15 day of show and \$6 presale for ages 2 to 12, \$7 day of show. The Mayor asked the Solicitor if the Village can use the newsletter and website to promote the event. Ondrey said it is okay since it's a onetime event. Dishong suggested that the Chagrin Valley Jaycees hang a banner over the street like the Village does for the Fall Festival. Ondrey said he will have to think about the Village allowing the banner.

Mary Beth Wolfe addressed Council regarding a school survey that is being sent out to residents dealing with school facilities. She stressed the importance of resident participation. The Mayor offered to send out an e-blast.

MAYOR'S REPORT: Mayor stated that the west lane of Bell Road was closed last week due to the culvert installation and the entire road will be closed all of this week. The Mayor added that the Village tried to inform the residents as much as possible through Facebook, flashing signs and e-blast. The project is going smoothly. There is a lot of rain in the forecast for this week but this shouldn't cause any major problems.

Mayor stated that the Police and Street Departments are interested in the Summer Youth Program that Geauga County Job and Family Services has initiated. The County would pay the participants for work they did in the Village. The departments would like to find two people for the Service Department and one for the Police Department. Dishong moved to accept the offer for the youth employment from the Geauga County Job and Family Services for three people, seconded by Kostura. Roll call – ayes, all. Motion carried.

Mayor Brett welcomed Jennell Dahlhausen as the new fulltime Administrative Assistant and stated that Dave Hocevar has announced his retirement as of June 1st. Mayor Brett stated he is sad to see Hocevar leave after many years of service with the Village.

Mayor Brett reminded Council that trash day is set for Saturday, May 3rd from 8 am to 2 pm. There were some issues with establishing assistance from the County but Porter, Carroll and Dishong offered to help.

Mayor Brett sent an email to Council about the park rules evaluation. He would like a consensus on the criteria at the next meeting.

The Mayor received an email from a group affiliated with NOPEC and they would like to help the Village with a rebate program. The Village has received grant money in the past from NOPEC.

Mayor Brett would like to start creating an operation plan for the new cemetery. The Cemetery Committee will be involved in this process as well as Romanowski, Dahlhausen, Johnson and the Public Utilities Committee.

The Engineer has been active in putting together the 2014 road program. Mayor would like to determine which roads will be replaced at the next meeting so the Village can go out for bid.

Mayor Brett stated the need to replace the MDT's at the Police Department so the video equipment will work effectively. Chief Rizzo will update Council at the next meeting.

FISCAL OFFICER: The Fiscal Officer referred to her monthly reported distributed to Council.

Romanowski stated that Dahlhausen started last week and spent a half day with the Building Department and a half day with the Service Department. She will also be spending some time at the Police Department to see how their operations work.

Romanowski has received some of the Human Resources related paperwork from the Building Department and will meet with the Building Commissioner to get the remaining paperwork prior to his retirement.

FISCAL AUDITOR: The Fiscal Auditor reviewed his March 31, 2014 Cash Management report he distributed to Council. He reported that he and the Fiscal Officer balance to the penny on all funds. He also reported the Village investments balance to the penny and the income for court fines are down so far this year.

ENGINEER'S REPORT: Not scheduled for this meeting.

BUILDING COMMISSIONER'S REPORT: Not scheduled for this meeting.

POLICE CHIEF'S REPORT: Not scheduled for this meeting

STREET COMMISSIONER'S REPORT: Not scheduled for this meeting

SOLICITOR'S REPORT: Nothing new to report.

COMMITTEE REPORTS:

Kostura had no report.

Carroll reported that the Geauga County Department of Emergency Services will be holding a training session on June 24th to help update the Emergency Operations Plans. Carroll extended an invitation to Council to attend and said he will be asking Chief Rizzo to attend as well.

Dishong stated the Finance Committee will be meeting on May 12th and the Strategic Planning meeting will be held on June 8th to review financials and discuss future plans for the Village. He is also scheduling for someone from Cleveland State to come in on June 8th to review the Elected Officials responsibilities.

Romanowski asked for approval of the March 2014 Financials as presented. Dishong moved to approve the March 2014 Financials, seconded by Carroll. Roll call – ayes, all. Motion carried.

Koons said the Cub Scouts will be launching rockets at the park on May 5th. Another group of Cub Scouts have asked to have a campout on the park property May 17th which isn't permitted in our current park rules. He asked if Council would consider allowing them to hold the campout. Dishong moved to allow the Boy Scouts to use the park for camping on May 17th, seconded by Kostura. Roll call – ayes, all. Motion carried.

Koons said the Park Committee is holding the Fall Festival on September 28th. So far they are looking at having Lolly the Trolley, kettle corn, radio control airplane demonstrators, horses, bouncy houses and maybe ice cream.

Koons reported there is a proposed location staked out in the park for a sled hill. He would like to hear back from Council on their thoughts soon. He will be meeting with the land conservancy to discuss the options.

Koons would like to propose approval for several projects that Hocevar has been working on before he retires. The renters at the rental property have asked for air conditioning which would cost about \$4,600. If they decide to leave because of this, the village would lose this amount in about 3 to 4 months' rent. Koons suggested increasing the rent slightly to pay for the air conditioning installation.

Other projects for the village include the posts in front of Village Hall that need to be replaced, electricity installation at the park pavilion, adding a 16 foot addition on the south end of the Street Department garage, new flooring and cabinets in the Police Department duty room, and new roofing and vinyl siding at the Police Department building. Estimates for all of these projects have come in under the budgeted \$114,000. Koons moved to approve a 16 foot street garage addition, new roof and interior project at the Police Department, vinyl siding on the Police Department and the north side of the street garage and installation of air conditioning in the rental house, seconded by Carroll. Roll call – ayes, all. Motion carried.

Porter stated the Streets Committee will meet on Friday at 7:30 am.

ORDINANCES/RESOLUTIONS:

Dishong introduced an ordinance transferring funds from the income tax fund to the Safety Fund \$100,000, Operating Fund \$50,000, Street Maintenance Fund \$100,000, Cemetery Fund \$500 and Parks Fund \$17,000 and declaring an emergency. Dishong moved to waive further readings, seconded by Kostura. Roll call – ayes, all. Motion carried. Dishong moved to adopt, seconded by Kostura. Roll call – ayes, all. Motion carried. **Ordinance 2014-17.**

BILLS LIST: Koons made a motion to approve the April 28, 2014 bills list in the amount of \$39,465.41, seconded by Kostura. Roll call – ayes, all. Motion carried.

NEW/OTHER: Carroll, Dishong, Koons, Kostura, Porter had no new business.

At 9:02 pm, Dishong made a motion to go into Executive Session to discuss personnel issues and possible acquisition of property, seconded by Carroll. Roll call – ayes, all. Motion carried.

Council reconvened at 9:44 pm.

Dishong introduced an ordinance amending Ordinance 2014-13 by amending the pay range for the position of Fiscal Officer to a minimum of \$64,000 and maximum of \$79,000 per year and declaring an emergency. Dishong moved to waive further readings, seconded by Kostura. Roll call – ayes, all. Motion carried. Dishong moved to adopt, seconded by Kostura. Roll call – ayes, all. Motion carried. **Ordinance 2014-18.**

ADJOURNMENT: Being that there was no further business before Council, Dishong made a motion to adjourn, seconded by Binder. Roll call, ayes - all. Motion carried. Meeting adjourned at 9:45.

Matthew E. Brett, Mayor

Danielle Romanowski, Fiscal Officer

Prepared by Jennell Dahlhausen