

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 18, 2013 – 7:30 P.M.  
MAYOR MATTHEW E. BRETT PRESIDING**

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

**OFFICIALS PRESENT:** Fiscal Officer Romanowski, Fiscal Auditor Lechman, Building Commissioner Hocevar, Street Commissioner Johnson, Police Chief Rizzo, and Solicitor Ondrey

**VISITORS:** Ted Kruse, Parks Committee; Cindy Nairn, Cemetery Committee; Ed Pyle, Cemetery Committee; Clay Burnett, Bell Rd.; Dominic Desanto, Leaveview Ln.; Sherri Bryan, Southwyck; Roger Weiss, Country Ln.; Bob Brown, Waterford Dr.; Gregg Dickson, Parkland Dr.; Laurie McCormack, Waterford Dr.; Steve Latkovic, Sheerbrook Dr.; JP Malik, St. Ignatius student intern

Mayor Brett called the Regular Council meeting to order and led the Pledge of Allegiance to the Flag. Fiscal Officer Romanowski read the roll. Koons moved to approve the amended minutes of the March 4, 2013 council meeting seconded by Binder. Roll call – ayes, all. Motion carried.

**VISITORS:** Resident Steve Latkovic addressed Mayor and Council regarding the Chagrin Valley Recreation Center Expansion. He said his objective was to explain and provide Mayor and Council with updated financial projections with more detail regarding the expansion. Latkovic also said more detailed information can be found at the website chagrinvalleyrec.com. He distributed a handout and reviewed where the Joint Recreation District is at and where they trying to go. Referring to the handout, Latkovic said the numbers represent the communities of South Russell, Chagrin Falls and Bainbridge. He stated that Bentleyville has been removed because it has become apparent that if they are going to join, it will have to be after something is formed and there is more momentum. Latkovic presented the breakdown of numbers for revenues and expenses for 5 years. He stated the primary thing that drives the numbers is the penetration rate, which is how many people join the recreation center as a percent of the total households in the communities. Latkovic said the standard penetration rate is about 40% based on other community recreation centers they looked at. He reported that they started with 25% in the first year are members, and then from year 1 to 5 years it goes to 35% which is just above break even in the fifth year. Latkovic explained they really wanted to get a clear snapshot of where they expected the financial performance to fallout. He explained the membership rates do not increase in the first 5 years, and the expenses do increase by 2.5% each year. The membership rates stay flat based on participation. Latkovic reported that they have provided conservative numbers and did not underwrite any revenue such as items they are working on with a health provider or some kind of wellness aspect. Binder complimented Latkovic and asked if there is a catch-up on the levy if a community joined the recreation district at a later time. Latkovic said there is no catch-up currently in place for a 30-year bond for building the facility and a 5-year renewable operating levy. He stated they are asking South Russell and Bainbridge to join and form the Joint Recreation District which will allow formalities to be put in place to take it to the next step. Latkovic said the intent is to have Chagrin Falls join as well,

however their position is not to do anything right now as they need more time. He stated forming the formal body will help donors recognize and see that something is happening. Trustees would be running the formal body with bylaws and would keep the momentum moving forward for the recreation center. Latkovic said this would not commit South Russell to anything other than from a planning perspective and as a formality. He stated the process to form the Joint Recreation District requires Council to adopt a resolution to join and Bainbridge would need to adopt also. Latkovic stated the suggested structure of the recreation district board would include two trustees from each community.

Ed Pyle from the Cemetery Committee addressed Mayor and Council. He stated that April last year they brought a consultant in to propose to build a cemetery. Pyle said they had put together a business plan of which most is the same, but the pro forma has changed drastically. He stated that tonight they are requesting funding to construct a cemetery beginning in June 2013. Pyle said the committee needs approval for capital. He stated documents were distributed in an email with a revised cemetery proposal from 7.26 acres to .6 acres and a revised CT Consultant bid that outlined construction and miscellaneous costs that would be involved in the construction. Pyle stated he was requesting the total construction cost of \$182,580 which includes software for \$3,200 and \$65 per month to maintain. Pyle stated they reduced the burial rate in the proposed cemetery to ten residents and two non-residents. He said they feel allowing non-residents will help maintain cash coming in for maintenance of the cemetery. Pyle informed Council they expect six standard burials and four cremations. He stated he learned from talking to funeral homes that cremation is approximately 43% of burials and not all cremations are going into cemeteries. Pyle explained he does not know if the cemetery will be self-sustaining. He said the plan they are presenting will last about 30-40 years before it is expected the cemetery would need to be expanded. Pyle stated the maintenance cost in the pro forma is exaggerated at \$6,000 for maintenance and \$3,000 miscellaneous expenses. He stated they used existing employees for allocating hours for the administration of the cemetery and the projection does not require hiring any new employees. Pyle informed Council he is requesting approval of \$182,580 tonight so they can move forward with the cemetery plan. Porter asked if a columbarium was included in the plan, to which Pyle responded it has currently been removed from this plan. Mayor clarified a columbarium could be added later. A request was made to explain what a columbarium is and Pyle explained it is a memorial wall that has vaults for cremations. Binder inquired about the 48 cremation sites, and Pyle confirmed these sites accommodate the burial of an urn. Dishong asked if expansion was necessary in the future would the costs for the road and landscaping be sunk costs. Pyle responded the expansion would possibly move north and the road would be extended, so everything in place would stay in place.

Pyle responded to an inquiry regarding Village response to the current sign regarding the cemetery by saying it has produced both positive response from older citizens and the younger do not seem to care. He stated that there is still a need for a cemetery and the pro forma presented will run the cemetery for 5 years. Mayor stated the reduction of the cemetery size to .6 acres is the current size recommended, but currently 7.26 acres are still set aside for cemetery use. Mayor stated that he does not know if a 6/1/13 construction start date is possible and asked how long it would take to construct the cemetery. Pyle responded that it could take 6 to 8 months therefore spring 2014 would be a realistic opening date. Kostura asked for clarification regarding the nine years it would take to break even for the cost of the cemetery. He asked if during that period of time the Village would have a line item to subsidize the cemetery. Pyle stated that is correct. Mayor clarified that the pro forma does factor in pay back for the \$182,580 and paying for itself after nine years. Mayor stated he feels the request is a fair request to move forward or

not and said he will ask Council to weigh in on the cemetery at the next Council meeting. PRIOR TO THE MAYOR SAYING THE CAPITAL WOULD BE PAID BACK, BRYAN QUESTIONED WHETHER IT WOULD BE - TO WHICH PYLE SAID NO. CAN YOU LISTEN TO THE TAPE AND PUT THAT IN WHERE APPROPRIATE?????

Binder presented the recommendation from the South Russell Village Safety Committee to Council regarding dog issues at the park. Mayor clarified Council would not make a decision at this meeting but would work through the recommendation over the next few weeks. Binder read the Safety Committee's comment handout that was distributed to Council. He stated the Safety Committee split the assessment into three components. Binder said the components were safety, both on park safety and off-park safety, health and enforceability. He said as a committee they felt that the need to ensure the policies put in place need to guarantee the greatest benefit to the greatest number of residents. Binder reported the recommendation from the Park Committee could be a good compromise to use the park for dog owners, but stated the Safety Committee believes the impact on other users would have a safety impact limited to on-leash days and the health impact would be minimal. Binder reported that it is apparent from the communication they have received this issue has caused a feeling of disenfranchisement among some residents. He stated the committee does not feel the issue of dog waste has been adequately addressed, and they do not feel enough safeguards have been built into the Parks Committee proposal addressing the impact on private property owners adjacent to the park and drivers on Bell Road and E. Washington Street. Binder reported that there is a lack of realistic and enforceable rules due to the key point of "under control" lacking enough definition to be enforced. Binder said the recommendations from the Safety Committee are as follows: 1) Containment – The off leash activities need to be confined to a separate area from other park activities. 2) Isolation – There needs to adequate physical constraints that ensure dogs cannot enter private property, active roadways and other park users activities. 3) Rules and Regulations – They must be clear, concise and enforceable with stated penalties. 4) Limited Access Areas – There should be limited access points for off leash areas with appropriate signage. 5) Hygienic Maintenance – Any off leash area would be the same as expected as in any public area. 6) Enforceability with current resources – Enforcement must be a combination of passive and intermittent active enforcement.

Ed Weston addressed Mayor and Council regarding the park issue. He stated he spends time at the park with his dog. Weston said they looked at the Safety Committee concerns and created some decision criteria such as what is it that needs to be done and what could be done. He said they created a list of "Musts" and "Wants" for the sheets they distributed to Council to evaluate different ideas. Weston stated they feel segmentation would work and proposed two areas, "A" and "B". He said in order for either of these proposals to be effective, fencing will be required, however he realizes that will come at an expense.

Mayor said Council now has two or three proposals to consider and discuss the details of each. Dishong stated he thinks the Park Committee's proposal offers an opportunity without dividing the park unnecessarily. He said the fenced-in area for a dog park is an inner city model of a dog park and said if we give the odd/even days a try and it doesn't work then at least it was given a chance. Porter inquired about what active enforcement would be for the divided park plan. Binder stated they would only be able to enforce the area they can visually see. Koons stated he is a proponent of creating a 17-acre dog park separated by a temporary fence by the interurban line. He said you can see the entire 17 acres and it would be easy to enforce. Mayor stated there is a lot for Council to debate and they need to work towards a solution over the next couple weeks.

Clay Burnett addressed Council to propose a revised 5K run route for a fundraiser. He stated his proposed route would start at Chagrin Falls High School and would end at the high school. Burnett distributed a proposed map to Council and discussed the route, safety and spotters. He said he hopes to have 250 or more participants for this fundraiser. Chief Rizzo stated he was concerned about the time required to close Bell Road. Mayor asked Burnett if he is open to other ideas and expressed he is concerned with closing both Bell Road and E. Washington Street. Mayor asked Burnett to work with Chief Rizzo to come up with a plan.

**MAYOR'S REPORT:** Mayor reported the Regional Dispatch Group has had a significant amount of activity looking at Bedford Hospital as the possible new location for the dispatch center. The Council of Government has looked at some capital costs of \$700,000-\$750,000 to get into Bedford Hospital for radio equipment and dispatch consoles. He said they came up with a blended formula for costs based on 25% per participant and 75% based on usage. Mayor said each community would have to pay their percentage in advance and the Village of South Russell would need to pay approximately \$60,000 in 2013. Binder asked about the operating costs, and Mayor responded the operating costs are forecasted to go up and are in the neighborhood of \$750,000 per year. Mayor reported there is a concern about safety because there would only be one person overnight, so with a supervisor added that would make it \$825,000 per year. He stated there is an interest from Gates Mills to join the group and other communities have the potential to join. Kostura asked what the cost benefit to South Russell would be if Gates Mills joined the group. Mayor said he thought it would be \$2,000 or so per year. Mayor said Bedford gave the Council of Governments a 10-year lease with an opt-out after two years, and COG asked for no opt out within first five years. He stated the language was not changed in the contract and is the biggest concern. Mayor stated the COG is engaging with a letter of intent with the hospital. Dishong stated that Geauga County has always made the statement that we are welcome to switch to them. He stated we are already paying for that service. Mayor responded that Geauga County is certainly an option. He also stated he is impressed with the progress being made by COG.

Mayor reported he received a notice from First Energy stating they would be attending to the utility corridor using herbicides to control vegetation. He shared a letter from Russell Township from some years ago about the concerns with herbicide usage. Mayor mentioned we should stay tuned in to this situation. He stated being vocal and putting pressure on them would be key.

Mayor reported Wednesday morning South Russell, Chagrin Falls and Bainbridge will be discussing updates for each community.

Mayor reported a project plan for the rental house was being set up with phase 1 addressing exterior needs such as siding, windows, doors, replacing of decking. He said they are working on getting quotes for the repairs. He stated the streets department employees will help with getting things started and contractors will come in and finish.

Mayor reported the storm water management meeting was held and they discussed complying with the Ohio EPA. He said the Village in partnership with the Chagrin River Watershed group will schedule educational sessions for South Russell residents.

Mayor reported there is a potential for a fuel purchasing collaboration with Chagrin Falls Village and the Chagrin Falls schools. He stated there could be a decent potential for fuel savings of

approximately a couple thousand dollars by joining together. The school would invoice South Russell directly and there would be start up costs of approximately \$15,000 for card readers. Mayor believes it would cost a couple of thousand dollars to start this process based on splitting capital costs by usage allocation. Kostura asked how long we would be locked in for. Mayor responded this will be determined and an agreement will need to be put together. He stated there is a rack rate available at approximately \$.60 lower than retail and about \$.30 lower than our current bulk rate.

**FISCAL OFFICER:** Fiscal Officer reported she distributed her monthly report. She stated the Village received inheritance revenues of \$35,900 in March.

As Tax Administrator, Fiscal Officer reported the gross February distribution was \$81,816.32, and after refunds and overhead the net distribution was \$77,726.32 which gives year-to-date net revenues of \$331,551. Fiscal Officer said this is up \$51,828 over last year at the same time.

**FISCAL AUDITOR:** Fiscal Auditor reported the village's fund balances all matched the Fiscal Officer's balances and the bank statement balances.

He reported the Village's balances increased by \$444,000 in February from inheritance tax and real estate taxes. He pointed out strong income tax proceeds and said the overall balance is at 2.87 million.

**ENGINEER'S REPORT:** Engineer was not scheduled to attend this meeting - no report.

**BUILDING COMMISSIONER'S REPORT:** Building Commissioner reported the Burntwood Tavern has been closed for 3 days to replace flooring and furniture.

He stated the demolition of a house and two lots were combined into one lot in Paw Paw Lake and new construction has begun.

Building Commissioner received an email from Mary Marshall regarding the "green" house constructed on Bell Road. The house is one of four in Ohio to receive Platinum recognition, and one out of 1,200 in the world.

**POLICE CHIEF'S REPORT:** Chief Rizzo reported he distributed information regarding the previous budget for a new Ford Expedition; however he said in light of fuel costs he recommends purchasing a Ford Interceptor instead. He stated he would like to propose a change to the graphics package also. Binder stated the Safety Committee discussed the Interceptor as well as getting another year out of the vehicle. Chief reported that the Village would switch from a 4-year rotation to a 5-year rotation on new vehicles. Chief stated many communities have purchased the Interceptor and it is receiving good reviews. He also reported the vehicle will have better fuel economy than a Crown Victoria. Chief reported the cut-off date to order is April 12<sup>th</sup> with a 60-day delivery window. Binder inquired regarding state pricing, and Chief stated it may be possible to get better pricing through a local dealer. Mayor asked if there is a reason to act quickly and Chief responded the current vehicle has had recent repairs that were expensive and could need more in the near future. Council stated they are in support of the Interceptor and the current vehicle would be listed for bid. Binder made a motion to authorize the Chief and Fiscal Officer to submit an advertisement for bids on the Crown Victoria, seconded by Wolfe. Roll call – ayes, all. Motion carried.

Council approved the graphics change on the police vehicles at a cost of no more than \$425 per vehicle.

Chief stated that he and Lieutenant Fabian have been attending homeowner's meetings to introduce and educate the residents about the department.

He stated interviews are being conducted for part-time officers and the Village will probably use Pradco for pre-screening candidates.

Chief reported Mike Fabian is working on an ODNR grant to cover costs for a fishing with a cop event. He reported John Zippay is working on a department of public safety grant for a third grade seatbelt program.

**STREET COMMISSIONER'S REPORT:** Street Commissioner reported he distributed his month end report. He informed Council that the service department employees have been working on garage organization and improvements.

He stated the salt order for the year is in and stump removal at the police department has been completed. Street Commissioner reported they will be working on seasonal clean-up such as snow fence removal, holiday light removal, and several different building maintenance repairs.

As Webmaster, Street Commissioner stated he completed minor updates as needed on the website.

**SOLICITOR'S REPORT:** Solicitor had no report.

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

Dishong reported he needs the newsletter articles turned in.

Koons showed Council plaques and one of the benches being donated for the park.

He reported stakes and yellow markers have been placed at the proposed location for the South Russell Park sign. He believes the sign may be moved between the two telephone poles and the brush in front of it would be removed.

Koons reported Parks Committee will be meeting with Mark Evans, the representative from the Jaycee's to discuss the pavilion and after that work on writing up an agreement.

He said both Lee Schieman and himself met with former mayor Don Barriball to discuss the Interurban plans and application for a grant. Koons reported Barriball told them that this year will be the ninety year anniversary of the Village.

**ORDINANCES/RESOLUTIONS:** None.

**BILLS LIST:** Dishong made a motion to ratify the bills list dated 3/15/13 in the amount of \$61,304.43, seconded by Koons. Roll call – ayes, all. Motion carried.

**NEW/OTHER BUSINESS:**

**ADJOURNMENT:** Being that there was no further business before Council, at 10:10 p.m., Dishong made a motion to adjourn the meeting, seconded by Koons. Roll call – ayes, all. Motion carried.

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Matthew E. Brett, Mayor

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Danielle Romanowski, Fiscal Officer

Minutes Prepared by Sheryl Hatridge.

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