

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, OCTOBER 28, 2013 – 7:30 P.M.  
MAYOR MATTHEW E. BRETT PRESIDING**

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

**OFFICIALS PRESENT:** Fiscal Officer Romanowski, Street Commissioner Johnson, Fiscal Auditor Lechman, Solicitor Ondrey and Engineer Haibach

**VISITORS:** Jon Seewald & Andy Hitchcock, Chagrin Valley Jaycees; Robert Sulyok, Lakeview Lane

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 minutes of the October 14, 2013 council meeting, seconded by Binder. Roll call – ayes, all. Motion carried.

**VISITORS:** Jon Seewald, President of the Chagrin Valley Jaycees presented Mayor Brett with a donation check for \$25,000 to go towards building a pavilion at the Village park. Koons said the Parks Committee would like to hold a dedication ceremony once the pavilion is complete. Koons also stated the Committee would like to put a fireplace in the pavilion next year. Mayor commented that the Chagrin Valley Jaycees are a great group to work with and he thanked them for their support.

Robert Sulyok who is a resident of Lakeview Lane requested help with storm cleanup in his yard. He said he has a lot of damage in his yard, but at his age, he cannot do the work himself and has not been able to find help. Mayor asked Sulyok to leave his phone number and the informed him that the Village would see if they could help find him some help.

**MAYOR'S REPORT:** Due to the recent snowstorm, Mayor reported on storm damage cleanup in village. Mayor reported that he was impressed with the Village's response to the storm cleanup. He has received multiple calls – some requesting help with a cleanup effort and some commending the service department and police department with their cleanup help. Mayor read a note he received from Lieutenant Fabian thanking the Street Commissioner for his help with a heavy branch hanging over road. Mayor and Street Commissioner did an assessment of the damage in the village. Street Commissioner has talked to the Blue Dog Group to get cost estimates for storm damage cleanup. They could start on the western end of edge and work east cleaning up and chipping. Mayor would also like to have the Service Department use the large trucks to help haul away the debris to move the process along faster. The Mayor asked Council to approve a \$25,000 expenditure for storm cleanup. There was discussion regarding the best way of communicating this initiative to residents. Ideas included an email blast, the website, a flyer for western edge of the village, a facebook page and an article in the Chagrin Valley Times. Binder made a motion to approve up to \$25,000 for storm damage cleanup and chipping, seconded by Wolfe. Roll call, ayes – all. Motion carried. Street Commissioner stated he is concerned with damage still up in trees and that residents will have to get a contractor to get the broken limbs out of the trees. He stated the contracted will start at the western edge as the less damage is at that end and it will give the eastern end of the Village time to get their damage to the street. Estimated duration time of cleanup is 1 ½ weeks - last time it took 4 ½ weeks.

Contractor cost is \$145/hour per crew. Blue Dog has made this a priority in their schedule but need to get through it as they have other work waiting.

Mayor reported he held a meeting with residents from Anglers Drive that have ponds in their backyards. The purpose of the meeting was to be an informational meeting to share some of the issues are in Emerald Lakes II, specifically on Teaberry. Some of the residents were newer and not aware that there were water issues. Mayor said the group is looking to take a walking tour of the area and will make arrangements with the homeowners association. Engineer stated he believed the meeting went well and they took the news with an open mind. Engineer will work on putting together the walking tour arrangements.

Mayor reported that the last stormwater meeting of the year was held at the “Tree House” on Bell Road. He said it went well and was attended by approximately 8-9 people. Mayor said he appreciated Marilee Marshall for hosting that event.

Mayor said there are still discussions being held regarding a possible water line extension. They are still trying to see what options are available to make that work with a possible partnership between the school, the village and the contractor.

Mayor reported that the Village received the agreement for Fire and EMS contract for the next three years. The 2014 rate will stay the same as 2013 which was the same as 2012. Mayor requested supporting documentation from Fire Chief.

Mayor stated there were questions raised at the last Council meeting regarding the agreement with Department of the Interior – USGS, and the value of the information the village receives. The Mayor informed Council that a decision needed to be made on the issue. The cost for 2014 is \$5,650. Kostura stated he felt that if the village doesn't do anything with the information they received, then he doesn't see any use reason for continuing to spend money on it. Mayor replied that the question is “what is the value of the information if there is an issue specific to South Russell? If we dropped it, can we get information from other wells close by in Geauga County.” Mayor said he feels the water supply both from the quality and quantity perspectives in the village is critical. Binder asked if there are any private companies that could give us a seasonal reading. He said the village currently gets so many data points, but don't do anything with it – it seems like overkill. Mayor said the Village could stop for a year and then perhaps come back to it. Dishong said he is fine with stopping for a year and see how it goes. Mayor said there is data on the USGS website. Porter said he would like to continue; he looks at it like it is an insurance policy. Dishong said it would be good to take a pause and see what other tests we could get done. And he will take the point on it. Koons stated he agrees with Porter to continue the testing for a year and get some data on other options available. Wolfe stated the village doesn't provide water to the village and she feels it is important to make sure we have water. Wolfe agreed with Koons and said the village should pay for it this year, get up to speed on other options available and then make a decision next year. Porter made a motion to continue the agreement with the Department of the Interior, USGS agreement for one more year, seconded by Wolfe. Roll call – ayes, Porter, Wolfe Binder, Dishong, Koons. Nay – Kostura. Motion carried.

Mayor informed Council the village has an ordinance that requires the Mayor to be bonded for \$1,000 of coverage. The Mayor does not handle money, but if something happened that a Mayor defrauded the village, the Village is covered for \$1,000. Mayor suggests at some point the Village either increase the bond requirement amount or remove the bond requirement because the Mayor is covered under the general insurance policy for the Village.

**FISCAL OFFICER:** Fiscal Officer reported the Village needed to approve the memorandum agreement with the Chagrin Valley Jaycees for the pavilion donation.

Fiscal Officer stated Gary Brockett is unable to help with the property insurance renewal review this year. Therefore, asked if anyone had a reference who might be willing to help us out this year, please let her know.

Fiscal Officer reported that the budget worksheets were being completed and would be distributed to mayor and council soon.

Fiscal Officer informed Council that the part-time administrative assistant resigned last week and that position is now open. Wolfe said a decision needs to be made quickly as to any possible restructuring of the administrative positions so that the Fiscal Officer gets help soon.

As Tax Administrator, Fiscal Officer informed Council she is working on a couple of small tax cases.

**FISCAL AUDITOR:** Fiscal Auditor reviewed his monthly report distributed to Council and reported his balances match the Fiscal Officer's. He stated the Village will fall short on rental income for the year, but that is explainable as we did not have a tenant during the property rehab. Fiscal Auditor stated that revenues are pretty steady annually except for income tax and inheritance tax this year. He also stated ambulance billing income seems to be pretty stable as well.

Fiscal Auditor informed Council that he invested another \$500,000 in the CDARS program which should help with interest income.

**ENGINEER'S REPORT:** Engineer has been in contact with ODOT regarding the Bell Road project and found out a gentleman named Neil Walsh is the construction engineer for the project. Engineer stated a pre-construction meeting will be held within the next week or two. He stated the contractor for the project is Karvo Paving and they will bring a detailed construction schedule to the meeting and he will distribute that to Mayor and Council after the meeting. Mayor asked Engineer to try to set the meeting to take place at Village Hall if possible.

**BUILDING COMMISSIONER'S REPORT:** No report as this was his scheduled meeting off.

**POLICE CHIEF'S REPORT:** No report as this was his scheduled meeting off.

**STREET COMMISSIONER'S REPORT:** Street Commissioner informed Council that the extended week of the Farmers Market was cancelled due to the weather. On that same day the Village did provide paper shredding to residents and that was very well attended with 110 vehicles collecting 4 ½ tons of shredding.

**SOLICITOR'S REPORT:** Solicitor reported a meeting was set up with Mr. Field who attended the last Council meeting with complaints of unfair treatment from the Building Department. However, this meeting was cancelled by Mr. Field, but it will most likely be put it together again in the near future. Solicitor is hoping to amicably resolve this issue soon.

Solicitor reported that the Village needs to authorize the Mayor to sign the memorandum agreement with the Chagrin Valley Jaycees for the donation for the park pavilion. Koons made a motion to approve the memorandum of understanding with the Chagrin Valley Jaycees, seconded by Kostura. Roll call – ayes, all. Motion carried. Solicitor reminded Council that the Jaycees have some naming rights and a couple of other rights regarding the pavilion as part of the agreement.

**COMMITTEE REPORTS:** Wolfe, had no report.

Porter reported that the Human Resource committee met and discussed the health insurance renewal rates which are a 9% increase over last year. A summary report of this information was distributed to Council. Porter also informed Council that the federal health care system will hit the Village for about \$7,000 annually in mandatory fees for which there is no escape. Porter said the committee will likely recommend staying with the current plan because it is less costly and better coverage than several of the other alternatives. The renewal date December 1<sup>st</sup>. The committee will look to make a decision on this issue at the November 12<sup>th</sup> council meeting. There was brief discussion regarding the federally mandated fees, different plans, deductibles, going to part-time employees and other options. Binder said he believes the Village should consider giving employees a check and having them get their own insurance and keep that open as an option. Wolfe pointed out that with the health care reform, the village needs to keep track of part-times employees working over 25 hours a week. She stated that department heads will have to notify the Fiscal Officer of these hours. Wolfe asked Council to review the summary sheet distributed and the committee or Fiscal Officer know if they had any questions before the next Council meeting because the Village will have to move on this issue at the next meeting.

Porter also reported the Human Resources committee will have a recommendation for council regarding salary increases in the near future.

Binder reminded Council that since the next Council meeting was moved to Tuesday, he will be late.

Dishong reported the budget work session is November 11<sup>th</sup>.

Dishong reminded Council that newsletters articles will be due soon for the holiday newsletter.

Koons informed Council that the Village received two proclamations – one from Governor and one from the Ohio Historical Society regarding the historical marker in the park for the interurban plaque.

Koons stated the Park Committee is looking into applying for grant money in 2015 for a restroom at the park.

Koons said he has installed give additional posts around Mastro's property to help delineate their property line to park visitors and their dogs.

Koons said the Park Committee would like to develop standards for Eagle Scout projects. The committee is finding that some of the trails are gone already.

Kostura reported that the Planning Commission will be meeting on November 14<sup>th</sup> to review plans for a retirement home.

## **ORDINANCES/RESOLUTIONS:**

Binder introduced an ordinance commending Theodore Holt Jr. for serving the Village of South Russell Police Department from 1982 until his retirement as a Sergeant in September 1999 and was hired in December 1999 as a part-time seasonal employee of the South Russell Service Department until his retirement September 30, 2013, and waive readings, seconded by Wolfe. Roll call – ayes, all. Motion carried. Binder moved to adopt, seconded by Wolfe. Roll call – ayes, all. Motion carried. **Ordinance 2013-38.**

Dishong introduced an ordinance increasing Income Tax fund transfers by \$26,900, increasing the Operating Fund expenses \$25,000, increase Special Land and Building Fund expenses by \$9,500, and increase the Parks expenses for \$1,900 and declared an emergency. Dishong moved to waive further readings, seconded by Kostura. Roll call – ayes, all. Motion carried. Dishong move to adopt, seconded by Kostura. Roll call – ayes, all. Motion carried. **Ordinance 2013-39.**

Dishong introduced an ordinance transferring \$25,000 from income tax fund to Operating Fund and \$1,900 from the income tax fund to the Parks Fund and declared 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 2013-40.**

Binder introduced an ordinance authorizing the Mayor and Fiscal Officer to enter into an agreement with the Chagrin Falls Suburban Volunteer Fireman's Association, Inc..

**BILLS LIST:** Koons made a motion to approve the bills list dated 10/31/13 in the amount of \$283,305.54, seconded by Dishong. Roll call – ayes, all. Motion carried.

**NEW/OTHER:** Porter, Wolfe, Dishong,

Binder said he would like to have a business and Council meet and greet around the holidays with h'dourves to get the know the businesses. Binder said he would take the lead on organizing this event. Fiscal Officer reminder Council that the Village could not pay for alcohol.

Kostura questioned the gasoline purchase program. Fiscal Officer reported that Mr. Woofter from the Chagrin Falls school said he would try to set up a meeting within the next week to go over billing and how the system works.

At 9:00 pm Dishong made a motion to adjourn into Executive Session to discuss personnel compensation, seconded by Koons. Roll call – ayes, all. Motion carried.

Council reconvened at 9:25 pm.

Binder made a motion to increase Rick Pausch's hourly wage 0.25 cents per hour for coming off his probationary period with the Service Department, seconded by Dishong. Roll call, ayes – all. Motion carried.

**ADJOURNMENT:** Being that there was no further business before Council, at 9:26 p.m. Kostura made a motion to adjourn the meeting, seconded by Dishong. Roll call – ayes, all. Motion carried.

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Matthew E. Brett, Mayor

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Danielle Romanowski, Fiscal Officer