

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, JANUARY 14, 2019 - 7:30 P.M.  
MAYOR WILLIAM G. KOONS PRESIDING**

**MEMBERS PRESENT:** Canton, Carroll, Galicki, Nairn, Porter, Schloss

**OFFICIALS PRESENT:** Fiscal Officer Romanowski, Fiscal Auditor Lechman, Police Chief Rizzo, Street Commissioner Johnson, Solicitor Matheney, Engineer Haibach

**VISITORS:** Lorraine Sevich, Ridgewood Dr.

Mayor called the Regular Council meeting to order and led the Pledge of Allegiance. Fiscal Officer read the roll. Carroll made a motion to approve the minutes from the December 10, 2018 Council meeting, seconded by Porter. Voice vote- ayes, all. Motion carried. Porter made a motion to approve the minutes from the December 19, 2018 Special Council meeting, seconded by Carroll. Voice vote – ayes, all.

Lorraine Sevich addressed Council to discuss recycling and single source trash removal. The Mayor stated that at the Township Association meeting he recently attended, recycling and the changes associated with it were discussed. The Mayor asked Sevich to return on February 25<sup>th</sup> after the Utilities Committee met with her to discuss her proposal.

Sevich advised that she was concerned about the changes in recycling with China no longer accepting refuse from the United States. She explained that China could only recycle one third of the materials sent by the United States because of contamination. The remaining companies that accept recycling are small and limited. Sevich had been utilizing Geauga County community recycling sites, but these facilities have recently limited what is accepted. She spoke to Gerry Morgan, the Geauga County administrator who facilitates the decisions of the County Commissioners. He stated that recycling is problematic in Geauga County, and the County has no interest in a single source garbage and recycling service. Rather, the matter is left to the individual communities.

Recycling and limiting garbage are important to Sevich, and she explained that, for example, a glass bottle takes one million years to disintegrate. Plastic is problematic because it ends up in food sources because plastic never fully disintegrates. It becomes microparticles that get into the food supply.

Sevich also spoke to Rob Jamison, the Chief Administrative Officer for the Village of Chagrin Falls, who oversees garbage collection. Chagrin Falls utilizes a single source trash hauler and recycling company. 99.9% of residents are happy with this. She added that an advantage is that only one truck comes once a week, which saves wear and tear on the roads. In Lake Louise where Sevich lives, there are at least four trucks that come four different days each week.

She reiterated that this would be beneficial to the community, to include lower rates and less wear and tear on the roads. The trucks weigh 64,000 pounds. Many of the trucks are typically overweight.

Sevich asked that the Village consider a single source trash and recycling service. The Mayor stated that this would probably reach the Chagrin Valley Times, and he was sure Joan Demirjian would be writing an article about the matter which hopefully would encourage residents to attend the Council meeting on February 25.

Sevich added that Jamison told her Russell Township explored utilizing a single source trash and recycling service but stated he did not know why the plan did not go through. She suggested that perhaps two communities could do this jointly.

Galicki asked if Sevich was proposing that the Village take on the contract and provide the service for all residents. Sevich stated she was. She explained that none of the residents in Chagrin Falls objected to their arrangement. Although Sevich asked Jamison the cost per resident, Jamison did not share this with her, but advised that the service picks up 1,787 units weekly. Chagrin Falls has had this arrangement for decades and views it as a service to their residents. The expense is included in the taxes. Sevich surmised that it would be less expensive for a company to bill South Russell Village instead of 2,000 residents.

Carroll asked Street Commissioner what was done prior to Kimball having the Chagrin Falls contract and asked if there had always been a private hauler in Geauga County. Street Commissioner replied that Waste Management had the contract before Kimball. Carroll clarified that Chagrin Falls has always used a contract service with a private hauler, and never did it themselves. Carroll explained that this would be a unique situation for the Village. To include the charge as part of the tax bill could be costly and complicated. Furthermore, it was not currently built into the budget. He added that the last time this issue was addressed, residents became very contentious about their trash haulers. Regarding local companies that would collect recycling curbside, he found that Waste Management was the only company that would do so in his neighborhood. Kimball would not.

Sevich called Kimball with this question, and they explained that they are contracted to do so in Chagrin Falls, but they make no money from it. Galicki offered that some of the homeowners' associations negotiate with trash haulers, Kensington Green being one. This limits the trash haulers coming into the neighborhood, and at times allows for a significant discount.

Canton stated in Manorbrook, the residents pay \$10 per month for garbage pick-up by Waste Management. Porter recalled that this topic came up eight or nine years ago and Council explored which hauler would be most suitable. A public meeting was held about utilizing a single hauler with bills being sent to each homeowner rather than being paid through the Village. The reaction of the residents was unexpectedly negative. The attendees thought it was a great concept as long as the hauler was their particular hauler. The matter was laid to rest after this.

**MAYOR'S REPORT:** The Mayor stated that there were Council Rules and Procedures, which had not changed since 2015. He asked if Council had any concerns with these. Porter made a motion to adopt the Rules and Regulations of Council from 2018 into 2019, seconded by Nairn. Voice vote – ayes, all. Motion passed.

Regarding Committee assignments, Council received the South Russell Village Directory, which listed committee assignments. They remain the same except for alternating the member and chair positions.

Mayor had four appointments for which he required Council approval. John Dishong would be assigned to the Planning Commission to serve one year which will complete Bob Brown's six-year term. Jim Flaiz's current term on Planning Commission had expired, and the Mayor wished to appoint him for another six-year term. David Maistros completed his Zoning Board of Appeals (ZBA) term, and the Mayor wanted to appoint him to another four-year term. Ryan Parsons finished his first term on the Architectural Board of Review (ABR), and the Mayor wanted to appoint him for another three-year term. Carroll made a motion to approve the appointments, Porter seconded. Voice vote – ayes, all. Motion carried.

Regarding President Pro Tem, Canton nominated Mark Porter for President Pro Tem. He stated Porter was a senior member of Council and in light of his profession, Canton felt Porter's schedule was flexible enough to execute the duties of President Pro Tem. Porter seconded. Voice vote – ayes, Porter, Canton. Nays, Carroll, Galicki, Nairn, Schloss. Motion failed.

Galicki nominated Mike Carroll for President Pro Tem. Nairn seconded. Voice vote – ayes, all. Motion carried.

The Mayor then gave the annual State of the Village Address. The Village budgeted for a deficit of \$300,000 but the Village should end the year with a small surplus. He offered kudos to the Village staff and Council for using taxpayer funds carefully. Mayor added that regarding the Fiscal Officer, he sleeps well at night knowing she is in charge of the Village finances.

There was a decline of \$100,000 in income tax collected between 2017 and 2018, which brought the Village back to its norm of \$1.6 million. Regarding the replacement of local control with centralized tax collection, the Mayor advised that this may change with the new Governor who had promised to open a conversation with municipalities. It is anticipated that the Ohio Municipal League, a lobbying group, will continue to defend small Villages like South Russell, from the State.

The Safety Levy was passed with over 70% residential support. The Village has nine full-time and eight part time officers. One third of the Village's budget is for safety.

Mayor addressed the amount of time spent by Council and the effectiveness of their methods and decision-making process.

Regarding employees, the Mayor stated that it seemed the Village was moving away from the family atmosphere and was instead displaying a "top down" management style. He hoped that

the Village of South Russell was not becoming the City of South Russell. He recommended that more input and consideration should be given to the employees. Local, State, and Federal rules and regulations are making us afraid of our own shadows. The Mayor further explained that it is commonly perceived by area Mayors that everyone is trying to take over and tell the municipalities what to do.

Mayor praised former Mayor Matt Brett for embracing regionalism. Chagrin Valley Dispatch (CVD) will soon become the largest dispatch center in Cuyahoga County with 31 affiliates. The Mayor stated that the Village could receive dispatch service from Geauga County, but the Village has wisely maintained its membership in the CVD. The Village continues to be the only non-Cuyahoga County municipality in the CVD. Another example of regionalism, the Valley Enforcement Group, continues to provide services for an annual cost of \$8,000. The Village also participates in a regional Hazmat program, and it continues its long relationship with Chagrin Falls Suburban Volunteer Fire Department.

With assistance from Chagrin River Watershed Partners (CRWP) with membership costing \$2,900, \$188,000 was obtained for stormwater as well as a \$23,000 grant for the playground. CRWP also provided financially feasible ways for residents to improve their lives and properties. Stormwater continues to be a problem. Chagrin Lakes HOA spent \$37,000 to repair infrastructure damaged by storms. Residents have been proactively responding by rebuilding swales, disconnecting downspouts, and changing landscaping. New culverts have been requested.

The Bell Street Market Express Gas Station is now a proud member of the South Russell Village community.

With the 2017 passage of the five year 1.5 mill road and bridge levy, the Village is well positioned to do what is best for residents. The Street Department's Family Life Center solution continues to work better than the Mayor expected. The Cascade Dr. culvert was done quickly, correctly, and in a financially reasonable manner. The expectation is the same for the Lake Louise Bridge. He praised the Street Department employees for maintaining the bridge while funding was acquired.

According to the Mayor, Riparian Setback legislation continues to be elusive due to Planning Commission issues. The Mayor stated that Aurora, Brooklyn, Highland Heights, Lyndhurst and Solon are preparing Riparian Standards, and the Village should as well to protect residents.

The Mayor stated that at the January 28, 2019 Council meeting, David Ondrey will be recognized.

Regarding the Building Department, it continues to provide service to the residents. There was a near record year for permits, income, and inspections. He said there was no indication it would slow down.

The Finance Committee will be busy with three grants. Additionally, the Five-Year Plan needs to be updated to prepare for the budget process.

The Mayor acknowledged the efforts of Solicitor Matheny for a smooth transition. He encouraged Council to review the Solicitor's bills from 2018 to determine ways to maximize service while minimizing expenses. He stated that most of Council's colleagues are not allowed to have direct contact with the Solicitor.

The Village will continue its relationship with Geauga Growth Partners (GGP), the Chamber of Commerce, and Ohio Municipal League, to learn how to provide better service to employees and residents.

The Human Resources (HR) Committee continues to benefit being grandfathered with the old insurance plan with health insurance increase of less than 2%. Employees are being offered a \$100 incentive to be proactive with their health issues and reduce insurance costs.

The Paychex time tracking system was implemented but is presenting some challenges.

He advised that the Property Committee will be busy with seven-foot-tall weeds, a wet meadow being installed, the playground, memorial trees and benches, staining of the pavilion, security cameras, concerts, and possibly parking lot expansion.

The Mayor addressed the Cemetery and stated there will be a meeting of the Property Committee and the former Cemetery Committee Monday, April 8, 2019, at 9:00 a.m. to discuss the trees, lawn, rain garden, benches, and the scattering garden. 28 plots have been sold, and the Mayor thought a marketing program would be needed. The Property Committee will also meet February 11<sup>th</sup> about a memorial park.

Officer Kramer will coordinate a bike ride throughout the Village. This will be combined with an ice cream social in June.

The Farmer's Market will continue in 2019, as will the Fall Festival in September 2019.

The Mayor indicated that the Public Utilities Committee should address the problems with Spectrum.

Water quality continues to be an issue, but with a new County Commissioner, there may be changes.

The Mayor also praised former Mayor Young for securing Northeast Ohio Public Energy Council (NOPEC) for electricity and gas for northeast Ohio at competitive prices. The Mayor sited this as another example of regionalism. He added that Lorraine Sevich will return on February 25<sup>th</sup> to talk about trash hauling.

The Safety Committee was doing well keeping residents safe at a good price. The new 12-hour shift should make for healthier and happier officers. The Police community programs are examples of out-of-the-box thinking. Lost pets can even be tracked with updated software. The School Resource Officer (SRO) program needs fine-tuning. This is on the agenda for the March

11, 2019 Council meeting. Regarding Halloween, the Mayor said the Village needed to consider what was best for the residents.

Along with the police, the Street Department staff have been a visible presence of service provided to residents. Using their services, the cost of the playground site preparation and 319 grant retention pond will be reduced. Road paving has become critical with deteriorating roads. Money is available, and the Village will rely on the Engineer and CT Consultants.

Thanks were given to Moreland Hills and Orange for loaning the Village a \$10,000 camera to explore issues in the Village. He also thanked Russell Township for assistance provided on Trash Day.

Mayor noted that it was a year ago that Fiscal Officer became a Master Municipal Clerk and congratulated her.

**FISCAL OFFICER:** The Fiscal Officer distributed her monthly report to Council (Exhibit (1)). She also distributed a list of all the motions passed in 2018 as well as all the Ordinances and Resolutions. Regarding the Tax Board of Review, Council appointments have expired. The Fiscal Officer checked with past members to determine interest. She will inform Council when she receives this information. Fiscal Officer also reported that in the absence of the Building Inspector, she filed the necessary Geauga Safety Council/Workman's Compensation report.

The Mayor informed Council that the Fiscal Officer's reports will continue to get longer and longer based on requirements.

**FISCAL AUDITOR:** The Fiscal Auditor distributed his report dated December 31, 2018. He advised that his fund balances matched Fiscal Officer's balances. Regarding balances, the Fiscal Auditor stated the Village was still up \$51,000. Notable revenues for December included the Cable Franchise Fee, donations for Shop with a Cop, grants, interest income exceeding \$30,000 for the year, and Income Tax of \$86,000. The Fiscal Auditor stated that the Village did well forecasting where the revenues would end up. The Real Estate Taxes, which come from the County, were one area where the Village budgeted less than it received. Overall, he stated it was a good year.

**FINANCE COMMITTEE:** The Mayor asked if the Finance Committee had seen the request for the donation to the Chagrin Falls High School After Prom. Porter stated that this will be addressed at the next Finance Committee meeting. Carroll added that this past year, every community donated to After Prom, and it was good to see more participation.

Porter made a motion to accept and adopt the Fiscal Auditor's report, Nairn seconded. Voice vote – ayes, all. Motion carried.

Porter stated that Nairn is now the Chair of Finance. Nairn stated she will be meeting with Finance Committee members to determine a regular meeting schedule and will advise Council of this at the January 28, 2019 Council meeting.

**SOLICITOR:** Regarding the small cell wireless facility legislation passed by Council in July 2018, the Federal Communications Commission's (FCC) ruling was to be in effect on January 13, 2019 but has been postponed 90 days, which will give her more time to look through the Village's legislation. She reported that there will not be as many changes as previously thought.

**ENGINEER:** The Engineer stated that if Council wished to move forward with the playground, the Ohio Department of Natural Resources (ODNR) paperwork for the grant needed to be signed by Council and sent to ODNR. ODNR would then sign and execute the agreement. He advised Council not to go forward with any purchases until there was an executed grant from ODNR, which would take about a week. Otherwise, financing could be revoked.

Regarding the Chillicothe Rd. culvert, when the North Central Drainage Study was done, it pinpointed a severe problem whereby a 12-inch culvert that goes under Chillicothe Rd. just north of Manorbrook drains about 30 acres of rainwater runoff - it should be a 30-inch culvert. It results in a lot of standing water on the east side of Chillicothe Rd. in the vicinity of the Red Ranch home after a heavy rainfall. A detailed hydraulic analysis indicated that the structures downstream from the 12-inch culvert can pass the flow from a 30-inch culvert. However, there is an 18-inch culvert located on Manorbrook HOA property. He previously recommended that the Village, in conjunction with replacement of the culvert, open it up to a channel that runs over to the stream rather than through a piped connection to the Manorbrook HOA property. The Village cannot replace the 12-inch culvert with a 30-inch culvert until this is done. The Engineer requested assistance in being put in contact with the appropriate people, group, or committee for this purpose. The Engineer reminded elected officials that the 30-inch culvert was budgeted, but he stated the project cannot be done until the Village gets the critical restriction, the 18-inch culvert on Manorbrook property, removed downstream.

Carroll asked if there were grants available to assist on this project. The Engineer stated there were and he knew of two. One was a 'Sustain Our Great Lakes' grant. Proposals for the grants are due February 12<sup>th</sup> and final applications are due April 18<sup>th</sup>. The other grant is a renewed EPA 319 grant. Applications for this are due February 15<sup>th</sup>. He stated he could complete these without difficulty. The Engineer advised, however, that the problem is that the Village does not own or have a drainage easement on the property where work needs to be done. The Engineer added that the Village cannot use the grant to work on private property, and the residents of Manorbrook cannot be forced to allow the Village to do the work. The Engineer stated that he has two great funding sources but cannot do the downstream improvements until the Village has a clear path.

The Mayor stated that he met the morning of January 12, 2019 with the Manorbrook Homeowners Association (HOA) President. He also met with Kim Brewster (CRWP) on Monday, January 14, 2019. He spoke to them about pursuing two grants, one of which deals with Manorbrook, which is private property. The other grant was being considered for possibly putting a swale between the playground and the Pavilion, a rain garden, and the parking lot.

The Engineer asked how the grants were funded, and the Mayor stated that they were the same grants the Engineer was considering.

Carroll stated that the Village should be considering stormwater issues before parking lots and other projects. If there were funding available to address the stormwater, the Village should be concentrating its efforts with that. The Engineer agreed and added that it was critical to know the thoughts of the Manorbrook homeowners on the project. He did not want to put a lot of effort and resources into obtaining the grant to fund a project the Village did not even have permission to do. The Mayor stated that the President of the Manorbrook HOA stated he was all for it and liked the idea. The Engineer stated the land was of no economic use, and the Mayor added that they could not build on it. It was also enclosed by woods. According to the Mayor, the Manorbrook HOA President requested a path around the proposed retention pond. The Mayor told him that he was sure the Village could do this. The Engineer added that the 319 grant project would love this because it was demonstrated to the public how to properly create and maintain a natural water force. The Mayor stated that Manorbrook's retention pond had been discussed. The Engineer stated that this pond was not a retention pond, but a pond with a dry hydrant. It was not conducive for conversion to a retention pond because it did not have the ability to fill up during a storm and then slowly drain. It was a flat pond in a flat area. The Mayor added that the HOA President did not want the Village to do anything with this pond. The Engineer agreed. He said it would be necessary to create a natural stream corridor through widening flood plains that can fill up and slow down to accommodate water in the stream channel itself.

Nairn asked if the homeowners have wet basements. The Mayor stated the HOA President did not address this. Canton stated that he looked at one of these condominiums previously, and it looked like there had been water damage.

Carroll was concerned about properly presenting this request to the Manorbrook HOA in keeping with their by-laws, in order to obtain the available funds. The Engineer suggested obtaining an easement over the property for creating and maintaining drainage improvements. The Engineer offered to get a survey team to create a legal description for the easement, which would be forwarded to the Solicitor. The Mayor stated he would contact the Manorbrook HOA President on January 15, 2019. He added that CRWP personnel walked the area from Fox Run up the channel, so that they could handle the EPA requirements. The Engineer stated he would also like to be involved in putting the grant together because he had not been too involved in the playground grant, and it was shoved on to him at the last minute. It was not important to him who submitted the grant, he just wanted to work with CRWP throughout the process. Carroll asked that in this process, the Solicitor be consulted to ensure that the Village was doing everything right. The Engineer agreed and explained that the easement had to be granted by the Manorbrook HOA to the Village. He recognized that the Village would need to determine which person(s) in the Manorbrook HOA had the authority to sign the document. The Mayor stated there were three HOA Presidents, and then one president over the three. The Mayor stated he would call a meeting the following week with CRWP and speak to the Manorbrook HOA President to discuss the matter. The Engineer stated that this was a priority for him and for South Russell Village.

Porter asked which Manorbrook HOA owns the property in question. The Engineer stated he did not know. The Mayor said that the HOA President told him who it was. Canton added that it was the same HOA that had control of the water plant and offered that it was Mr. Chris Berger.



Carroll asked the Engineer to ensure that the grants the Village pursued would specifically cover this project. The Engineer stated that he felt that the Village should put all the 319 grant efforts behind this project. He felt that the project was a good fit for the grant.

Regarding the current 319 grant, Porter reported that the Mayor received a message from Ohio Environmental Protection Agency (EPA) stating that both the leach field and the park property were acceptable for use with the grant. From an Engineering perspective, Porter asked which was preferred. The Engineer stated either was good and urged the Council to choose the path of least resistance. Porter stated that .4 acre in the park would be the easiest. He further advised that the Village should resubmit the application to the EPA with the .4 acre in the park specified. The EPA indicated it would be approved. On receipt, Council can accept the grant if the EPA approves it in writing. Porter asked whether this was what the Mayor should do at this point. The Engineer advised CRWP should submit the changes.

The Mayor stated he was notified of the Ohio EPA approval of the 319 grant changes over Christmas. The deadline to resubmit the grant was January 15, 2019. The Mayor stated he resubmitted it January 14, 2019 along with the park grant because it could not wait. He also stated that a yellow caution line was put up that showed the location of the proposed .4 acre behind the police station. He advised that the police station was ruled out and because of time constraints, a decision was made.

The Mayor asked the Engineer whether holding more water at the corner of Manorbrook Dr. and Chillicothe Rd. would help aquifer the water system. The Engineer responded absolutely. It would temper and buffer flows downstream to Sugarbush Pond. It would help to eliminate sedimentation travelling down through the stream. It would also enable the aquifer to recharge. There could be many beneficial aspects to this. In light of the anticipated project results, Carroll asked whether the Village still needed to address the West Bel Meadow swale. The Engineer stated probably not, other than cleaning it out and maintaining it. Substantive changes would be unnecessary. He suggested that the Village see where it stands after completion of the culvert and the stream enhancement downstream. He believed this would make a big difference.

The Mayor stated that there would be a Properties Committee meeting on January 23, 2019 at 9:00 a.m. to include the Engineer. The meeting will pertain to stormwater.

**STREET COMMISSIONER:** The Street Commissioner submitted a month end report. He received a visit from Ohio Department of Transportation ODOT regarding the Village's engine break signs. The Village previously agreed that ODOT could maintain its regulatory signs on Chillicothe Rd, which is a state road that runs through municipalities. The Village passed legislation and posted signs on the ODOT posts, which was problematic. Street Commissioner stated that the signs had to be relocated to posts provided by the Village instead.

The Street Commissioner also discussed the intersection of Chillicothe Rd. and Bell Rd. with ODOT personnel. The Village has always maintained the equipment associated with the intersection, to include a backup generator for the traffic lights. While preparing the generator, portable stop signs are used in the intersection. ODOT relayed that these are no longer used because of liability issues. They referred to the law that states that the intersection becomes a

four way stop in the event the lights are not operating. The Street Commissioner consulted with the Solicitor and advised that the Village could pass its own ordinance allowing the temporary stop signs. The Chief stated that these stop signs are important, are mounted on the pole, and are visible from a distance. He recommended the Village pass legislation to allow the Village to keep those stop signs on the posts.

The Mayor recommended that the Safety Committee discuss this and address Council in two weeks. Carroll asked if there were any repercussions in passing such an ordinance that contradicts ODOT's procedures. Solicitor advised that the Village was required to ask permission of ODOT to do anything with traffic control devices in the intersection, but that there was an exception from 1953 that stated if there was a local ordinance, it trumps the provision.

**STREET COMMITTEE:** Galicki thanked Street Commissioner for taking action on some of the Village flagpoles to properly illuminate them at night. However, he stated that the illumination on the flag poles in the park and cemetery were woefully inadequate. It could give an indication of the top of the flag pole but provided absolutely no illumination to the flag. He invited all Council members to look at these in the hours of darkness. He recommended again that if the Village could not provide adequate lighting, the flags not be displayed on those particular poles. Canton stated he had observed this and agreed with Galicki and added that there was not enough sunlight to power the solar light. The Street Commissioner called attention to the Village Hall flag pole and explained that this was the new floodlight/spotlight, and if Council would see fit, these could replace the ones in the other two locations. The Mayor questioned the Street Commissioner about the availability of electricity in these two locations, and the Street Commissioner explained it was a matter of running a line. Galicki stated that he did not have a problem with deferring the project until spring when weather conditions were more favorable but said the flags should not be displayed at these two locations in the meantime.

The Mayor stated that for 20 years or more the Village had been displaying the flags in this manner, so this would be a change. He cautioned that people would ask why the flags were down. Galicki stated then that he was dismayed that for 26 years the Village displayed the flag improperly, and that it was surprising no one in the past had brought it to the attention of the Village. He added that since the comment had been previously made that other municipalities do not properly illuminate the flags so it was acceptable for the Village to do the same. Galicki noted that the flag displays he saw in neighboring communities had proper illumination on their American Flags at night.

Canton stated that with the new year, Dennis would be the new chair of the Street Committee.

**BUILDING COMMITTEE:** The Building Committee met January 11, 2019 to discuss the Board Secretary position as well as the departure of the Building Inspector. A Building Committee meeting was set for January 28, 2019 at 6:00 p.m. to discuss whether to continue the Building Department. He advised that the new Chairman, Schloss, would chair the meeting. Schloss asked who would be attending. Porter stated that it would include builders identified by the Mayor, ABR, ZBA, and Planning Commission members. He added the Village would be required to have a Zoning Inspector and that the Mayor provided salary figures for this position.

Porter suggested sharing one with a neighboring community. The question was whether the Village should keep the Building Department. Currently, Dave Hocevar was filling in, but Porter added that Hocevar submitted his resignation effective March 31, 2019. Carroll asked Porter how the meeting went with the Geauga County Building Department. Porter stated it was interesting and that Nairn and the Mayor attended as well. The County does a lot of things, but does not inspect roofs, foundations, and if a water heater or septic system needs to be checked, the resident must go to the Health Department. They have five electrical safety inspectors on staff and building inspectors and have the capacity to add the Village. Typically, they have a 24 hour or less turn around. He was bothered that roofs were not inspected. The County seemed interested in helping the Village. It would be necessary to apply to the County Commissioners to be added to the County Building Department work list. Porter stated that in theory, they could turn the Village down. Nairn stated that the Village was the only entity in the entire County that did not receive its services from the County.

Schloss asked if anyone had spoken to Hocevar since the Building Committee meeting, and how he was doing. The Mayor stated he was at the Building Department every day.

Carroll asked Solicitor what would be required legislatively if the Village chose to transition to a Zoning Department. Solicitor stated that it would be necessary to repeal the ordinance establishing the Building Department. Porter added that there was verbiage in the Zoning Code referencing the Building Inspector and Building Department. These would need to be purged. The Solicitor added that there might be some decommissioning at the state level.

**POLICE CHIEF:** The Chief submitted a year end report. He was waiting on grant award announcements for body armor and radios. Safety Committee will be conducting interviews with candidates next week. The interview with the Mayor would follow. The Chief had upcoming meetings with Emergency Management Association (EMA). He emailed the report on the SRO to Mayor and Council.

**SAFETY COMMITTEE:** Safety Committee met January 2, 2019. The items addressed by the Chief were addressed in the meeting. Nairn complimented Chief on his end-of-year report.

Porter added that the new Village Pet program was featured in an article in the Chagrin Valley Times.

**HUMAN RESOURCES COMMITTEE:** Carroll stated HR Committee was scheduled to meet January 23, 2019, at 7:30 a.m. with Clemans Nelson to discuss job descriptions and finalize the salary survey. Galicki will be the new Chair of HR Committee.

**PROPERTY COMMITTEE:** Canton stated Property Committee met January 4, 2019 with the Mayor, Jim Alunni, Street Commissioner Johnson, Kelly and Eric Kimball, Linda Matter, and Vince Massa. They discussed the possibility of purchasing six 25' flag poles to be placed at the southwest corner of Chillicothe Rd. and Bell Rd. The price range was \$600 - \$650 each. All flags would be lit in darkness. Carroll asked what flags would be flown. Canton replied that Service flags would be flown. Porter added that this might include the Merchant Marine and the Prisoner of War (POW) flag. Carroll asked whether the flags displayed on Bell Rd. and

Chillicothe Rd. would continue to be displayed. Porter stated that these would no longer be necessary.

The Mayor stated that on January 28, 2019 he invited the Park Committee, Craig Cawrse, and those interested in the playground project. The Mayor added that it would not be necessary to bid the playground. Following the meeting, an eblast would be sent to the community. The Solicitor explained that the Kompan Company was part of the Cooperative Purchasing Program called U.S. Communities, in which South Russell has been a participant since 2012. There was a statute in the Revised Code that allowed the Village to be part of these cooperative purchasing programs. In keeping with the program, there would be no need to bid out the actual contract regardless of the amount.

Carroll wanted to clarify that the location of the playground would not interfere with a future site for a restroom. Porter verified that it would not because the restrooms would be further east and closer to the power lines. Regarding a sewer line, the Street Commissioner explained that the area along Bell is a sanitary source and is easily utilized. He advised, however, that there was no water source there. Porter offered that the Village could dig a well, but this would be an additional cost. Carroll said a restroom would add value. Carroll also thanked Canton for obtaining the additional costs and asked whether man power hours had been determined. Porter stated that he estimated it would be about \$8,500, which was the cost of three employees for eight hours a day for five days. The \$12,000 previously quoted by the Mayor included the Western Reserve Land Conservancy facilitating the grant. Porter estimated then that the estimate would be \$12,000 or less, which would include the employees' time. Porter asked if Council was comfortable moving forward with the playground, and the Mayor asked that Council wait until the January 28<sup>th</sup> Council meeting when the Park Committee would be present.

Galicki referenced previous minutes that stated the Village would be responsible for laying the foundation for the playground and that the Mayor said the playground would be sparse in the beginning. Galicki asked whether this will be a full project, and why would it be sparse in the beginning. Canton replied that there was discussion that if the Village was unable to get the full grant, the project might have to be done in phases. He stated this would not be necessary and would be a complete project. Galicki wondered if the money the Village had received would cover the project or would more funds be needed in the future. Galicki referenced a Plain Dealer article that discussed a survey Bainbridge Township planned to conduct regarding park usage. He suggested that the Village might consider engaging the community more when going forward with future projects. Galicki cited the current debate with the Geauga Park District as an example of the necessity to obtain and include the community's input when making decisions.

The Mayor stated that this project had been going on since 2017 and there was a meeting that was not well attended. Two emails had been received, to which he replied that the playground would not cost the Village a penny. He did not hear back from the individuals. The Mayor stated there was a plan to send out an eblast. There had been efforts by the Village to inform the residents, to include articles in the Chagrin Valley Times. Regarding the funding by the Jaycees, the Mayor stated they currently have their own issues. He made inquiries about the donation from their Texas Hold 'Em event, but he has not received a reply.

Carroll asked about the additional costs submitted by Craig Cawrse relating to inspections of the playground project and wanted to know whether CT could do these. The Engineer stated Cawrse was currently a CT employee. Independently, Cawrse has a number of ongoing obligations/projects, and the Engineer asked for him to keep them separate. Carroll added that Cawrse wanted to bill the Village an additional \$4,000, and Nairn corrected Carroll to say that he had already charged the Village. Carroll was unclear about the billing, and the Engineer stated that the Village's payments go to CT Consultants, but that Cawrse's rate had not changed. The Mayor stated that Cawrse was hired relative to the playground project in December 2017 for \$7,800. Cawrse had exceeded that amount by \$2,000. Carroll asked then if this meant the Engineer, also with CT Consultants, was going to charge the Village \$2,000 to inspect the playground. The Engineer said yes, if this was the agreement that had been reached with Cawrse and CT.

**PUBLIC UTILITIES:** No report. Schloss is the new Chair. The committee will be looking at trash issues and Spectrum difficulties.

**ORDINANCES:** Carroll introduced a Resolution for appreciation for David M. Ondrey for serving as Village Solicitor. Carroll made a motion to waive readings and declaring an emergency, seconded by Porter. Voice vote – ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Nairn. Voice vote – ayes, all. Motion carried. **Resolution 2019-01**

Porter introduced a resolution for a request for advance of taxes collected pursuant to Revise Code, Section 321.34. Porter made a motion to waive further readings and declaring an emergency, Carroll seconded. Roll call – ayes, all. Motion carried. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **Ordinance 2019-02**

Porter made a motion to allow the Mayor and Fiscal Officer to enter into a contract with Dennis M. Coyne, Esq. to provide Chief Prosecutor Services for 2019 and 2020. Porter made a motion to waive readings and declaring an emergency, seconded by Carroll. Porter stated that Coyne's rate was \$110 per hour. Roll call – ayes, all. Motion carried. Porter made a motion to adopt, seconded by Canton. Roll call – ayes, all. Motion carried. **Ordinance 2019-03**

Carroll introduced an Ordinance amending the Pay Period and Work Schedule subsection of the Compensation Policies section in the Village's Employee Handbook. Carroll made a motion to waive readings declaring an emergency, seconded by Nairn. Roll call – ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Nairn. Roll call – ayes, all. Motion carried. **Ordinance 2019-04.**

**BILLS LIST:** Porter made a motion to ratify the bills list dated December 14, 2018 in the amount of \$65,890.69, to ratify the bills list of December 29, 2018 in the amount of \$17,092.97, and to ratify the bills list of December 20, 2018, in the amount of \$15,260.28, for a total of \$98,243.94. Nairn seconded. Voice vote – ayes, all. Motion carried.

**NEW OTHER:** Schloss, Canton, Galicki, Nairn, and Porter had no new business.

Carroll thanked the Council for the flowers and support with the loss of his mother.

**ADJOURNMENT:** Being that there was no further business before Council, Carroll made a motion to adjourn, seconded by Porter. Voice vote - ayes, all. Motion carried.

William G. Koons  
William G. Koons, Mayor

Danielle Romanowski  
Danielle Romanowski, Fiscal Officer

Prepared by: Leslie Galicki