

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, DECEMBER 09, 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, Interim Street Commissioner Alder, Solicitor Matheney, Engineer Haibach

**VISITORS:** Chris Berger, Whitetail Dr.

Mayor called the Regular Council meeting to order and led the Pledge of Allegiance. Fiscal Officer read the roll. The Mayor stated that he wanted to have the minutes from the November 25, 2019 Regular Council meeting approved after the Executive Session. Carroll asked if anything was being changed in the minutes, and the Mayor replied that they may. Galicki asked if there was a mistake in the minutes. The Mayor stated no that he would just rather talk about the minutes after the Executive Session.

**MAYOR'S REPORT:** The Mayor wished everyone present Happy Holidays and a Merry Christmas.

Regarding appointment to committees, the Mayor appointed Ted Kruse and Martha Bistriz to three-year terms on the Park Committee and Greg Pike and Bill Howelll to two-year terms. He asked Canton to make a motion to approve the appointments. Canton made a motion to approve the appointments of Ted Kruse and Martha Bistriz, Greg Pike and Bill Howell, seconded by Porter. Voice vote – ayes, all. Motion carried.

The Mayor stated on ABR he was appointing Gary Neola and Dennis Marino for three-year terms. He asked Schloss to make a motion to approve. Schloss asked what Gary Neola's background was. The Mayor stated he is an architect but did not know the name of his firm. Schloss asked if he was presently on the Board and the Mayor said he is. Schloss verified that Marino is as well. Porter asked if they were residents. Schloss declined to make the motion. Porter made a motion to confirm the appointment of Gary Neola and Dennis Marino to the Architectural Board of Review (ABR), seconded by Canton. Carroll asked if the two appointees were residents, and the Mayor confirmed that they are. Nairn said she thought one lived in Solon. The Mayor stated that the third member, Ryan Parsons, lives in Solon, and Porter added that he is the other architect. Voice vote – ayes Carroll, Canton, Galicki, Nairn and Porter. Nay – Schloss. Motion carried.

The Mayor stated that for Planning Commission (PC) he was appointing Elisa Budoff for a six -year term. The Mayor asked Schloss to make the motion, and Schloss declined. Carroll asked who Budoff was. The Mayor stated she has been a resident for many years, and lives in Lake Louise. Carroll verified she is not currently on PC. The Mayor stated she is not, and she would be replacing John Dishong. Carroll asked for more background on Budoff and asked if the Mayor requested a resume. The Mayor stated that Elisa Budoff came to him in 2017 when the Village was looking for alternates to

the committees. The Mayor met with her and had her attend a Board of Zoning Appeals (BZA) meeting. He kept in contact with her during the process of picking alternates. When the PC vacancy came up, the Mayor stated she was a prime candidate for it, and she said she was willing to serve. Canton seconded the motion. Voice vote – ayes, Carroll, Canton, Galicki, Nairn, Porter. Nay – Schloss. Motion carried.

The Mayor distributed a proposed timeline to create a strategic plan that he wanted to consider in January. He provided the mission statement and identified timelines to get things going. He had his interviews with present and future Council Members and would do Department Heads this week. Then, the Mayor stated he would interview the four boards to see what issues they have. He identified these boards as ABR, BZA, PC, and the Park Committee. By the end of December, the Mayor hoped to have a person identified to run the process and then hired on January 13<sup>th</sup>, 2020, at the first Council meeting. On January 16<sup>th</sup>, he would hope to send out a 10-question survey of residents. On February 3<sup>rd</sup>, there would be a townhall meeting where people would be able to meet the person responsible for running the strategic planning process. The Mayor explained that this was his project for the Cleveland State University Certified Public Manager Program in which he is enrolled. It is something that the Village has done over the years. The Mayor met with former Mayor Matt Brett to discuss the strategic planning process. The Mayor advised that the plans may be good for a couple of years or things may change. He was proposing that Council consider this and decide at the January 13<sup>th</sup> meeting after Council hears the information about the person who would be a resource to run the Village through a strategic plan.

Carroll advised he was still interested in being interviewed by the Mayor and asked that the Mayor provide him with additional dates to meet. The Mayor agreed. Porter asked who the facilitator will be. The Mayor stated he had not hired the person yet. Porter asked if the Mayor had any candidates in mind, and the Mayor said he did, but could not say yet. He hoped to have the candidate by the end of December and have this information to Council by January 13<sup>th</sup>. Porter asked if there would be cost to the Village for hiring or engaging the facilitator, and Mayor stated he thought so and was sure there would be. Porter asked if the Mayor would have an idea of what this might be. The Mayor said he would give it to Council ahead of time.

Galicki asked if Council would just be offered one candidate on January 13<sup>th</sup>. The Mayor said he did not know yet and that it depended on what he heard from interested people. Galicki said this was vague. The Mayor stated it could be more, but he thought they could come up with a good candidate with experience. Galicki asked what organizations provide these types of candidates. The Mayor stated the easiest place to find one is through the colleges and different services can be hired to do this. The Fiscal Auditor stated that Kent State was used in the past. He added that residents like Roger Mills had been used as well.

Carroll stated that the work done previously by Dr. Lisa Thomas was not of much value to the Village, so he hoped that the candidate would have the experience and would offer value to the Village. He thought it would be good to have a couple of candidates, instead of just one, if the Village will be spending money on it. The Mayor said he would just see who was out there and see who is interested.

Porter asked if the Mayor had the 10-question survey in mind. The Mayor stated he had it pretty well in mind, but it would go to the Strategic Planner to evaluate. Nairn asked if some of the questions were like the ones she experienced in her interview by the Mayor. The Mayor stated yes, somewhat. Galicki asked if there was any problem sharing the questions with Council. The Mayor stated that

because they were not yet planned, he would rather not share them with Council. Galicki questioned that they were not planned yet, but they were provided to Council members to answer. The Mayor stated that Council members were given 21 questions about certain topics. Some of those questions would be on the tentative survey that would be presented to the proposed Strategic Planner. Galicki asked if the Strategic Planner would be the one who would make the final decision about the pertinent questions, and the Mayor said he did not know because he had never hired one before. Galicki stated that this comes back to sharing the questions. Whether there are 21 or 10 right now, it seemed like the Mayor had some questions in mind and asked if there was a problem sharing these questions with Council. Porter asked if this would occur in advance of the mailing. The Mayor stated it would definitely be in advance of the mailing, that the Strategic Planner would have reviewed them. Galicki verified that the mailing would occur after January 13<sup>th</sup> when Council was to hire the Strategic Planner and added that he was just trying to follow the timeline. It was his understanding that on January 13<sup>th</sup>, Council would hire the yet to be named Strategic Planner. The Mayor stated this was correct. Porter stated that on the distributed timeline he saw December 31<sup>st</sup> and asked if he was reading it wrong. The Mayor stated that he would have the person in mind and by then have the person review the questions to get his/her opinion as to what may or may not work. This would allow him to see his/her thought process. Porter noted that January 16<sup>th</sup> was identified for the mailing and stated there was a two-week interval between the two. The Mayor stated yes. Carroll asked how Council was going to approve hiring a facilitator, even on December 31<sup>st</sup> because there would not be another Council meeting until January. The Mayor explained that he would have an appointment or person picked out by the end of December and be able to say that this was a person who looked good. Then he would bounce off his/her opinions on certain ideas to get to his/her thought process. Then he would come to Council and identify the possible candidates and questions. Porter clarified that this would be at the first Council meeting of the year on January 13<sup>th</sup> and that three days later the questions would be mailed out. The Mayor stated yes, by then they should have been all approved and Council would probably have seen them.

Galicki questioned that Council would not be hiring the individual until January 13<sup>th</sup>, but somehow the candidate would review the questions before Council had a chance to positively hire the individual. The Mayor agreed. Galicki questioned why Council should bother with the process because it seemed like a decision would already have been made to hire some strategic planner. He did not understand how, without hiring the person, the person would vet questions for free. Galicki said he was just trying to follow the logic trail, and it was not making sense to him. The Mayor stated his thought was when considering the Strategic Planner, he would tell him/her that this was the proposed idea and hear what he/she had to say on the 10 questions. Galicki asked if the Mayor was reducing the 21 questions to 10 questions to propose to the planner. The Mayor stated no, that some of the questions asked of present and future Council members would be included in the 10. Galicki asked again if the 21 questions could be shared. The Mayor stated no. Galicki clarified that the Mayor could not, and the Mayor replied that he could but was not going to. Galicki asked the reason for this. He added for the sake of transparency and asked if there was something secretive about the questions. The Mayor stated no. Galicki asked why then he would not share them. The Mayor stated he wanted everybody who had gone through the interview process to have the same procedure and standard form, so that when the questions were provided it would be the first time they had seen them. Galicki stated that the logic failed him.

Carroll asked if the timeline was overly aggressive, and that perhaps at the January 13<sup>th</sup> Council meeting Council could discuss the facilitator and review the questions. It seemed to him it would be necessary to determine the facilitator first. Next, preferably two facilitators could be presented for

Council to consider. Carroll thought it would be a smoother process to delay the process, especially since there were no other Council meetings this year. Perhaps the Mayor could forward the information he obtained relative to identifying facilitators prior to January 13<sup>th</sup> so Council could review it. That way, Council could discuss the facilitator that Council ultimately chooses, and then address the next step of the questions. By the second meeting in January, Council could approve everything, and the questions could be mailed out the next day. He realized this extended it a couple of weeks, but if it did not affect the Mayor with his Cleveland State program, Carroll thought that this would make it an easier process. Porter stated it would be easier but was still a pretty compressed process. Carroll agreed, but thought the process would involve Council weighing in and approving the facilitator, to include consideration of costs involved. He thought the strategic planning process would be a good thing but thought it would be beneficial to slow the process. The Mayor stated that his proposal was tentative. Nairn added that in January, Council is organizing for the year, which takes time.

Galicki questioned if the 10 or 21 questions would help develop what the Village's vision or desired end state is. He added that with any strategic planning process, it is necessary to determine the desired end state of what is wanted for the Village and then to work backwards. Galicki said he was already confused at the process of taking a poll of opinions and then trying to develop a plan from opinions.

**FISCAL OFFICER'S REPORT:** The Fiscal Officer distributed her monthly report. She advised that although it is on the Village calendar, there is no Council meeting December 23<sup>rd</sup>.

The Fiscal Officer stated that a donation of \$1,000 was received from Ike and Ann Tripp for maintenance of the playground. She advised it was their intention to give this to the Village every year for maintenance of the playground only and she discussed this with the Solicitor. It was determined that to preclude the funds from being used for anything other than playground maintenance, a separate special fund would be created to enable the tracking of the money. Council was provided with legislation for this purpose.

The Fiscal Officer addressed the possibility of a forfeiture hearing in January 2020, and she was working with Dave Hocesvar to complete the necessary paperwork. The forfeiture is the result of a project that was closed out because the resident was not happy with the work that was done. The contractor did not come forward to get the final inspections, so there is a dispute.

**FISCAL AUDITOR'S REPORT:** The Fiscal Auditor distributed his report for the period ending November 30, 2019. He confirmed that his fund balances, which were arrived at independently from the Fiscal Officer's, matched for each account to the penny. The Village ended the month with \$3.15 million, which is relatively high for this time of year. The Fiscal Auditor added that the interest rate had dropped to 1.84%, but the fact that the Village now receives interest on the checking account helps make up for the reduction of rates. For the month of November, the Village was in the black with \$6,634 more than the start. This is unusual because typically balances are declining this time of year. However, the Village received a substantial net Village Income Tax check which put the Village over budget. Other notable revenues were ambulance fees received, which exceeded expectations. The fourth cable franchise fee was received for the month of December. He anticipated that the Village would meet all its revenue targets for the year. On the expenditure side, the Village spent less than expected. At the start of the year, the thought was that Village would end up in the red by \$457,000, but it is actually up \$473,000. He suspected the Village would end the year in a surplus. He added that the Council has been very fiscally responsible, and that for many years in the past, the Village ran big deficits.

Porter asked what the Huntington Bank interest rate was, and the Fiscal Auditor said because of recent changes, he did not know the exact rate but added that it is minimal.

**FINANCE COMMITTEE:** Nairn made a motion to accept the November fund balances which balanced to the penny as submitted by the Fiscal Officer and Fiscal Auditor, seconded by Carroll. Voice vote – ayes, all. Motion carried.

Nairn made a motion to acknowledge receipt of the November credit card transactions as submitted by the Fiscal Officer, seconded by Carroll. Voice vote – ayes, all. Motion carried.

**SOLICITOR’S REPORT:** The Solicitor had nothing to report.

**ENGINEER’S REPORT:** The Engineer reported he was notified by the Chagrin Falls Village Engineer of a water main break that affected the western part of South Russell Village. The Interim Street Commissioner reported it was back in service.

The Mayor asked the Interim Street Commissioner to explain the location of the situation. The Interim Street Commissioner explained that the line goes from the well field to Washington Street, down Washington Street to Daisy Lane, takes a right and goes over to Woodside, and then runs over to Bell Rd. where it services this community. The break was right before Daisy Lane on the east side of the road.

The Engineer reported that there was a meeting December 10, 2019 to discuss the Manor Brook Stream Restoration Project. It will be a kick-off meeting with Chagrin River Watershed Partners (CRWP). He acknowledged that there was a property ownership issue.

The Engineer completed the PCI ratings for the Village roadways. He stated he would have updated estimates to the Street Committee for consideration by next week.

Schloss asked when the plans and specifications would be ready for the streets. He explained that asphalt and oil would be going up drastically next year. He suggested speaking to the committee to get something in early spring, by February or March. The Engineer said this was possible. Schloss said there would be a savings to do this, and that waiting would be problematic.

**INTERIM STREET COMMISSIONER:** The Interim Street Commissioner submitted his report. An addition would be that the rental house was scheduled to be razed on December 10, 2019. Porter asked about the well capping, and the Interim Street Commissioner stated that the pipe extension for the well would be installed by Ayers Wells after the demolition of the house. He advised that it was necessary to dig down further to access the pipe that had not been corroded by the leveling course. This would have to be assessed by Ayers before they installed the extension. Porter verified the utilities had been turned off.

The Mayor asked when the demolition would be complete, and the Interim Street Commissioner thought it would be gone the same day.

**STREET COMMITTEE:** Galicki stated the Street Committee had nothing to report.

**BUILDING COMMITTEE:** Schloss stated the Building Committee had nothing to report.

**POLICE CHIEF'S REPORT:** The Mayor played a message recording from George White, Maple Hill. He stated that a police officer provided assistance on his street with a wire down that was blocking traffic. White stated he did not know who the officer was, but the officer had a star on his lapel. He thought it may have been the Chief. He helped reattach the wire from the utility pole to the house, so it wasn't blocking the street. White was expressing his appreciation to this officer and the police force in general for their good service. The Mayor praised the Chief for his service.

The Chief distributed his monthly report. He advised that the police required a mandatory upgrade to the Windows Operating Systems on all the Mobile Data Terminals (MDT). He previously verified that the MDT's were upgradable to the Windows 10 mandatory upgrade, however the attempt failed. The computers, which are approximately 6 years old, did not handle the upgrade. The recommendation would be to replace the MDT's, which he explained would be an expensive upgrade. The operating system, however, would not function with the Panasonic Tough Books. The approximate cost involved is \$14,000 to replace the MDT's to include the mounts, docking stations, and keyboards. The Chief described the Tough Books as having been flawless for the Police Department. The only problem was with the Microsoft upgrades. The current Microsoft upgrade disabled the modems and touch screens. Repair estimate cost is \$500. One is currently being repaired by Panasonic and the others are not functional. The Mayor asked the Chief when he needed the money, and the Chief explained as soon as possible because the upgrade must to be complete by January 14<sup>th</sup> in order to run the State software on the computers.

The Fiscal Officer stated the legislation had been prepared and was before Council for consideration.

For the future, Carroll suggested the Chief consider State Homeland Security money, which is submitted by the county on the municipality's behalf. The Chief acknowledged this suggestion and said he was told the department would have to wait two grant cycles. The problem with the grant is that to improve chances of getting it, it is necessary to demonstrate a multijurisdictional use. The Chief was told the chances were slim to none. Carroll said that with the State Homeland Security Grant, it would not matter. He advised that he sits on the Emergency Services Advisory Board and said Geauga County sometimes does not put in for a lot of things, and this could be a good opportunity for the future. Porter asked if the request was for four, and the Chief stated he already planned for one to be put in the new cruiser, so it would be for the three remaining.

Nairn noted that for the month of November there were 22 medical emergencies and wanted to know if that was the average. The Chief stated that this represented rescue squad combined with fire calls and fire alarms. He stated that the Village averages between 28 to 35 per month. He said it was within what the Village normally has.

Carroll advised that he requested an itemized list of the calls and was particularly interested in how many calls went to the Lantern. Nairn agreed that this was her concern. The Chief said he should be receiving this list within a couple of days.

Schloss acknowledged that the editorial the Chief had in the Chagrin Valley Times was spot on and appreciated his perspective. The Chief advised that beer being served at a morning 5K race with families was disturbing. The issue was addressed with the perpetrator, who was very carefree about

the situation. He considered an offense but could not determine one because it occurred on private property. Subsequently he spoke to the Ohio Investigative Unit who advised that due to the fact that the individuals were giving the beer to people they did not know, it was not considered a gift and they could be charged with the sale of alcohol. However, it could be a difficult case to prosecute.

**SAFETY COMMITTEE:** Galicki advised the committee met on December 3<sup>rd</sup>, the minutes from which were enclosed with the Chief's report. The biggest issue was the software upgrade, which Safety Committee forwarded to Finance Committee recommending consideration of amending the appropriation for the upgraded software requirement.

**HUMAN RESOURCE COMMITTEE REPORT:** Galicki stated the committee met December 9, 2019 to discuss the 3% raise for the Village employees. It was necessary to update the pay scale for the coming year. The revised pay scale for Village employees should be ready by the January 13<sup>th</sup> Council meeting. Depending on the appointment of the Zoning Inspector, the committee may have to modify the job descriptions as well as examine how the pay scale would be potentially amended for the position.

**PROPERTY COMMITTEE:** Canton stated that a report was received of a loose rope on the playground equipment. On Sunday, December 8<sup>th</sup>, Interim Street Commissioner Alder went to the playground and reattached the rope. Canton publicly thanked Adler for this.

**PUBLIC UTILITIES REPORT:** Carroll advised there was no report.

**PARK COMMITTEE:** Canton reported that the Park Committee met on December 2, 2019 and the committee agreed with Council that it was much too late to plant any trees at the playground and this should wait until spring. They also suggested that since there were seven benches, that one tree should be planted by each bench to create shade. At that time, the landscape could be assessed to see if seven trees might be the best, or whether more trees were needed. Ted Kruse provided photographs of the three types of trees the committee would like to see purchased. They also discussed the total cost of a single tree and advised it consisted of the following: the tree, transportation, planting, labor by the Service Department, fertilizer, gator water bags, the 8"x10" marble plaque with lettering and steel stand for the plaque, and the stakes and wire for the trees. Carroll asked if the \$600 per tree would cover this. Canton stated yes. Carroll stated there were donations for four trees, so the Village could buy four trees. Canton stated this was right. Carroll asked if the plan was to try to get three more donations for next year since planting would not occur until spring, or would the Village just hold off. Porter stated it was the wise thing to do and did not see a reason to buy the trees now. Canton agreed and said the trees were at the nursery and being taken care of. Carroll stated if the Village were to receive donations for three more trees, seven trees could be purchased in spring. Canton agreed. Galicki thanked Canton for looking into this and providing justification for the donation amount. Canton said initially, he thought the tree itself was \$500 - \$600. The amount made sense once the break-down of expenses was provided. Canton stated he believed if Cawrse did not get the trees at a discount, it would cost more.

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

Porter provided a third reading on an ordinance authorizing the Mayor to enter into a Clean Water Act Section 319(h) Grant Agreement with the Ohio Environmental Protection Agency for the Manor Brook Headwater Stream Restoration Project and authorizing all actions necessary to accept such grant for

costs associated with such project and declaring an emergency. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **ORD 2019-69**

Carroll provided a second reading of an ordinance amending Section 260.02 of the Codified Ordinances of the Village of South Russell by providing for the appointment of one alternate member of the Planning Commission and declaring an emergency.

Nairn introduced an ordinance amending the 2019 Annual Appropriations increasing the Safety Fund expenses \$17,600 and declaring an emergency. Nairn made a motion to waive further readings, seconded by Porter. Roll call – ayes, all. Motion carried. Nairn made a motion to adopt, seconded by Porter. Ayes, all. Motion carried. **ORD 2019-70**

Canton introduced an ordinance establishing a special revenue fund to be known as the Playground fund and declaring an emergency. Canton made a motion to waive further readings, seconded by Porter. Roll call – ayes, all. Motion carried. Canton made a motion to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. **ORD 2019-71**

**BILLS LIST:** Nairn made a motion to ratify the November 29, 2019 Bills List in the amount of \$41,353.90, seconded by Porter. Voice vote – ayes, all. Motion carried.

**NEW/OTHER:**

Porter thanked Councilman Schloss for his service as Chair of the Building Committee in some very difficult times.

Schloss stated that a year ago, Council nominated him to serve on Council, and he took this with great regard. He was overwhelmed and grateful to have had the one-year experience. Schloss wished Chris Berger and Canton luck. He advised, however, that he was leaving with a bitter taste in his mouth regarding what happened to his colleague a few weeks ago. Schloss stated he had known Nairn for over 50 years and was a school mate and close friend. He was so saddened by the actions of Nairn's fellow colleague. He hoped that the gentleman would make amends somehow to her because she did not deserve it. He added that such an individual in the business world or any public official who made such a statement should be censured. Schloss apologized to Nairn and said she did not deserve this, and said that she was a beautiful, kind, and generous woman. He apologized for being emotional about what had happened to her. Schloss told Nairn in years past that he would have her back and always will. Nairn thanked Schloss.

Canton wished Schloss the best of luck and good health.

Carroll told Schloss it had been a pleasure serving with him. He learned a lot from Schloss and appreciated his stewardship and what he brought to the Village as a fair balanced eye. Sometimes, Council can get used to doing things one way because it had always been that way, and he stated that Schloss challenged Council to make sure they were doing things for the right reasons for the residents. Carroll appreciated this and added that it helped Council keep focus on what they were supposed to do for the residents. He thanked Schloss again for his service and said he hoped he would not be a stranger and continue to keep Council honest.

Carroll advised that an Executive Session was required to discuss the investigation of a public official.



There was also the matter of employee compensation for an Executive Session.

Galicki asked about approval of the minutes. Carroll asked if it was necessary to go into Executive Session to address the minutes. The Solicitor said that Council would not go into Executive Session for the minutes. Porter agreed and said that was not permissible. The Fiscal Officer stated that Council could not go into executive session to discuss the minutes. When they came out of Executive Session and back in regular session on the record, they could discuss them. The Solicitor stated it could be done before Executive Session.

Galicki stated he shared the sentiments of his fellow Council members congratulating Schloss for a job well done. He said that Schloss had a tough row to hoe because not only did he come in as a brand-new Councilman, and a member of tough committees, he had been designated Chair of those committees as a freshly appointed Councilman. It was a tough position to be put in and he never questioned Schloss' passion and commitment to do the right thing. Galicki appreciated the integrity he brought to the process. In classic mariner fashion, Galicki wished him, "fair winds and following seas." Schloss thanked Galicki.

Nairn stated that in addition to what had already been said, Schloss did great amounts of things in a short amount of time. She explained that he had always taken an interest in the neighborhoods and particularly an area of the Village that sometimes was put on the back burner. He brought the issues to the forefront and did a lot for Chagrin Heights. She felt the residents should be proud to live there and have him as a neighbor. She thanked Schloss for everything.

Galicki asked whether the minutes would be addressed, and Porter explained that they could be addressed before or after Executive Session but not in Executive Session.

Carroll stated the minutes did not reflect anything he was aware of that would be discussed in Executive Session and questioned why they could not be discussed. He asked the Mayor if this was correct, and the Mayor said it was. The Mayor said the minutes could be approved before Executive Session. The Mayor then stated there were minutes from the November 25, 2019 Council meeting, and asked if there were changes, corrections, or adjustments. Carroll made a motion to approve as submitted, seconded by Porter. Galicki asked why the issue was brought up but was now not being addressed and why it was not addressed earlier in the Council meeting. The Mayor felt that the format of the way the minutes were presented did not show Council in a good light. He did not think the large capitalizations of certain words were appropriate, the way the minutes were done. He did not understand why it was done the way it was.

The Fiscal Officer stated she believed that both items, which had been read in the meeting, had been provided. It was just a cut and paste of exactly what was read and written.

Voice vote – ayes, all. Motion carried.

At 8:34 p.m. Carroll made a motion to go into Executive Session and advised that Council would go into Executive Session and would include Galicki and the Mayor for the first part, after which they would be excused, seconded by Porter. Roll call – ayes, all. Motion carried.

The Mayor advised Council was out of Executive Session at 9:45 p.m. The Mayor made the appointment of Nancy Grattino as the part-time Zoning Inspector for a total of 10 hours at the present

rate, up to 35 hours per week. Porter made a motion to confirm the Mayor's appointment of Nancy Grattino as the part-time South Russell Village Zoning Inspector at her current hourly rate with an addition of up to 10 hours for the Zoning Inspector part-time duties, seconded by Schloss. Voice vote – ayes, all. Motion carried.

At 9:46 Porter made a motion to go back into Executive Session for the purposes of investigation of a public official, seconded by Carroll. Roll call – ayes, Schloss, Canton, Porter, Carroll, Nairn. Galicki recused himself. Motion carried.

At 10:35 p.m., Porter advised that Council was out of Executive Session and no action was being taken.

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

  
William G. Koons, Mayor

  
Danielle Romanowski, Fiscal Officer

Prepared by Leslie Galicki