

**RECORD OF PROCEEDINGS
SPECIAL COUNCIL MEETING (VIA ZOOM)
WEDNESDAY, AUGUST 26, 2020 – 8:00 A.M.
MAYOR WILLIAM G. KOONS PRESIDING**

MEMBERS PRESENT: Berger, Canton, Carroll, Galicki, Nairn, Porter

OFFICIALS PRESENT: Fiscal Officer Romanowski, Police Chief Rizzo, Solicitor Matheney

VISITORS: Ike Tripp, Champion Lane; Kelly Kimball, Lakeview Land; Collin Cunningham, CVT

The Mayor called the Special Council meeting conducted via the teleconference service Zoom to order. The Fiscal Officer read the roll.

Nairn addressed the closure of the South Russell Village Park playground due to the pandemic and to the Village's choice to comply with the State mandates concerning disinfecting and sanitizing of touchable surfaces. During the closure, the Park Committee continued to meet to discuss and research products and processes that would satisfy the Governor's requirements. Nairn advised that Chief Rizzo identified and researched a company that produces ProKure V, a chlorine dioxide anti-microbial treatment which leaves no chemical footprint. The product is used to purify drinking water and is used in food and beverage production industries as well as in sterilizing medical equipment and surfaces in hospitals. Nairn advised that it was the committee's concern that the product used be child safe. The Chief informed the committee that the product is used at St. Jude's Children's Hospital in Memphis, TN, as well as a variety of Universities.

The Chief reiterated that ProKure V is chlorine dioxide and is currently used in area agencies and facilities to include police departments and jails. It is also used to disinfect hospitals and schools successfully without a chemical footprint. The product dries within 10 minutes. The Village purchased the product and conducted training with Police and Service Department personnel at the playground and pavilion. The process took approximately 15 to 20 minutes. The treated surfaces included garbage can lids, picnic table surfaces, etc. It required one to one and a half gallons and was sprayed with a pesticide type sprayer. The proper application, however, is with an electrostatic sprayer, which was ordered. This method charges the particles and allows the product to wrap around the surface, utilizing less product. Chief Rizzo stated that one backpack sprayer was on order for the Service Department, but he wanted to order an additional one for the Police Department. He explained that Monday through Friday mornings around 7:15 a.m., Service Department personnel would do a complete spray down of the playground equipment. On Saturdays and Sundays, he volunteered the Police Department to take care of it. Chief Rizzo said he sent a description of the sprayer via email to Council. He added that the product could be used on the Village campus and in the Police vehicles for many years to come.

The Mayor asked the Solicitor if the playground had ever been officially closed. The Solicitor stated it was. The Mayor questioned the need for a motion to change the hours of the playground, and Chief

Rizzo explained that the committee decided that 8:00 a.m. should be the opening time. Because the hours must be posted, he revised the posted sign to reflect 8:00 a.m. until dusk.

The Solicitor recommended making a motion to amend the hours subject to the required sanitizing and a motion to open the playground.

Nairn made a motion that South Russell Village open its playground with newly posted hours of 8:00 a.m. to dusk daily, maximum capacity of 30 at one time on the playground, with sanitization as described by Chief Rizzo, seconded by Porter. Canton asked if the spraying had to occur hourly. The Chief advised he spoke to the Geauga County Health Director, explaining how the product worked, and the Health Director agreed with the Village's plan to disinfect once a day. Canton asked if this would be communicated to the public. Nairn stated it would be communicated through eblast and on Facebook as well as in the newsletter. Canton asked whether the park benches would also be sprayed. The Chief stated yes and added that the pavilion was not really required but was done. Council concurred. Nairn verified that the sign indicates patrons should hand sanitize before and after play, and a hand sanitizing station had been installed at the entrance of the playground. Carroll asked if the sign would describe the product that would be used to sanitize, and Nairn stated no, but added that the Village had gone above and beyond what other communities had done. The Chief stated the only signage required is the maximum capacity, hours, reminders to social distance and to use hand sanitizer. The signs were made and would be posted. Carroll thought it would be advisable to post that a ProKure V product was being used. Canton agreed. The Chief offered to create a product summary to post. Porter asked if the Material Safety Data Sheet (MSDS) sheet were available to view, and the Chief said he could get it from the company.

Roll call – ayes, all. Motion carried.

The Mayor advised an eblast would be sent out and the playground would open the following day at 8:00 a.m.

Nairn advised that the Bainbridge Library was under construction, and the tea house which served as part of the herb garden was being removed to allow for a parking lot. Mrs. Kathy Catani, Chagrin Valley Herb Society, offered the tea house to the Village at no cost. The Service Department moved the tea house from the Library to the Village campus. Catani hoped that the tea house would be permanently placed in a "thoughtful" location. Nairn asked for suggestions from Council. The Mayor asked that recommendations of location be made by the September 14th Council meeting. Nairn concurred. Porter asked if the matter involved the South Russell Village Park as a possible location. Nairn stated yes, and said that it had been discussed at length at the Park Committee meeting. Nairn stated that a number of suggested locations had been provided. She initially considered putting it at the entry to the Village on the Krappe property overlooking the ravine. However, Mrs. Catani was concerned about the amount of noise there as well as parking issues. Galicki advised that with Mrs. Catani's concern about noise, this would eliminate the Chillicothe Rd. and Bell Rd. corner location as well as the property where the rental house used to be. He thought this would mean that the Village Hall campus or the Park were the only possibilities. Nairn was concerned about clutter in the park. Galicki suggested considering the Washington Street side of the park which is relatively undeveloped. Porter referred to the reforestation area between the north and south part of the park and stated it would be quiet. However, it might be challenging to get it to this location. Nairn felt the Street Department staff

would be able to do this. Carroll stated he liked Porter's idea. Nairn acknowledged that the committee and the Western Reserve Land Conservancy might want to weigh in on the matter. The Mayor stated that a picture of the tea house was sent to the Western Reserve Land Conservancy. He noted that Street Department personnel suggested putting it at the top of the hill to serve as shelter for people who may get caught in a storm or in the heat or want a quiet place to sit and contemplate. This part of the park belongs to the Western Reserve Land Conservancy. Nairn will meet with the Land Conservancy on Friday, August 28, at 1:00 p.m.

Regarding the Fire Marshall position, the Fiscal Officer advised that Council passed a motion to hire a Fire Prevention Officer. In the meantime, the Village received requests for fire inspections to include one for a fireworks display, and so Council passed a motion to contract with Sean Davis to do inspections as Fire Prevention Officer but limited it to \$200 at \$25 per hour. The Fiscal Officer paid Davis \$100 in March. Davis recently sent the Fiscal Officer timesheets he had previously submitted but that the Fiscal Officer did not receive. On receipt, the Fiscal Officer found that the amount would be \$300, which would be over by \$100. Additionally, Davis had inspections currently scheduled. She required a motion to pay Davis for past and future services since the Village had not taken action to hire a Fire Prevention Officer. The Mayor stated the Fire Prevention Officer falls under the Building Department and suggested a \$400 increase. Canton made a motion to approve a \$400 increase in funding to pay for Sean Davis' Fire Inspection services, seconded by Carroll. Carroll advised that some of the applicants for the Fire Marshall position had been inquiring about the status of the position and suggested conducting interviews to formally fill it. Canton stated he believed there should be action on September 14th. Carroll asked for clarification, and the Mayor stated he would have a recommendation to hire at the September 14th Council meeting for Fire Inspector. Carroll asked if interviews would be conducted. The Mayor stated yes. Carroll clarified that interviews would be conducted of the individuals who submitted applications and had been making inquiries. The Mayor stated there was one person, Davis, and another person. Carroll asked who the other person was and asked if this person submitted a formal application. The Mayor stated the other person would be with Chagrin Falls Village. Carroll stated he thought this interview had already been conducted. The Mayor stated that Davis and the individual with Chagrin Falls had been interviewed, but the other individual had not been interviewed. These three would be the interviewees. One of the three would be recommended on September 14th. Carroll stated it was his understanding that the Building Committee had three or four applicants that the committee was ready to interview. Two other applicants, including Sean Davis and the individual with Chagrin were already interviewed.

The Fiscal Officer reminded Council that interviews of Sean Davis, Jim Davis, and another individual were scheduled with HR and Building Committees on the day the Governor shut everything down. The interviews had to be cancelled. She added that the applicants have repeatedly contacted Village Hall asking if the interviews were being rescheduled and letting the Village know they were all still interested. Carroll thought the normal course of action would be to have the Building and HR Committees conduct the interviews of Sean Davis and the other two applicants and then provide a formal recommendation of two applicants whom the Mayor would then interview. Carroll advised that this was the normal procedure and did not know why Council would stray from this process. The Mayor stated they will, that the Building Committee would interview and have a recommendation on September 14th. Carroll stated that the Building and HR Committees would conduct the interviews as were previously discussed but cancelled. Canton stated this was fine. Carroll offered that he could also


participate in the interviews given his occupation and subject matter expertise. Porter suggested to the Mayor that Carroll attend not only as the subject matter expert but also as the Chair of Finance.

Galicki asked the Fiscal Officer about the fireworks display that the Fire Marshall was required to inspect. The Fiscal Officer explained that it is a Lake Louise event. Proper protocol involves going through the Fire Inspector. The Village received their application, and the Mayor and Chief Rizzo were notified.

Roll call – ayes, all. Motion carried.

Porter introduced an ordinance amending the annual appropriations increasing Street Maintenance Fund by \$10,900 declaring an emergency. Porter made a motion to waive readings, seconded by Berger. Roll call – ayes, all. Motion carried. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **ORD 2020-39**

ADJOURNMENT: Being that there was no further business before Council, Nairn made a motion to adjourn at 8:37 a.m., seconded by Porter. Roll call – ayes, all. Motion carried.



William G. Koons, Mayor



Danielle Romanowski, Fiscal Officer

Prepared by Leslie Galicki