

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING (HYBRID)  
MONDAY, NOVEMBER 9, 2020 – 7:30 P.M.  
MAYOR WILLIAM G. KOONS PRESIDING VIA ZOOM**

**MEMBERS PRESENT:** Berger (Zoom), Canton (Zoom), Carroll, Galicki, Porter

**MEMBERS ABSENT:** Nairn

**OFFICIALS PRESENT:** Fiscal Officer Romanowski (Zoom), Fiscal Auditor Lechman (Zoom), Police Chief Rizzo (Zoom), Street Commissioner Alder (Zoom), Engineer Haibach (Zoom), Solicitor Matheney, Fire Prevention Officer Davis

**VISITORS:** Chris Bell, Kelly Kimball, Jim’s Iphone, Greg Heilman, William Sprungle, Ray Schloss

The Mayor called the hybrid Regular Council meeting conducted with some members attending in person and the Mayor and some via the teleconference service Zoom to order. The Mayor acknowledged Veterans Day and the sacrifices of veterans and their families. The Mayor advised that the next Village newsletter would contain a request for residents to provide information about veterans living in the Village in order to create a database and eventually recognize them in a future activity.

Fiscal Officer read the roll. Carroll made a motion to approve the minutes of the October 26, 2020 Council meeting, seconded by Porter. Voice vote – ayes, all. Motion carried.

**FIRE PREVENTION OFFICER:** The Mayor advised that the Fire Prevention Officer, Sean Davis, would present ideas for a smoke detector program for residents. He would provide a written proposal after meeting with the Building Committee on December 3. Davis advised that a common problem in the nation is the lack of properly operating smoke detectors. He cited a statistic that nearly half of all smoke detectors fail when there is a fire due to battery maintenance or outdated equipment. He explained that this is partly due to elderly persons not wanting to climb up onto a ladder to change batteries every six months. Davis proposed a program for residents 65 years or older on a fixed income or disabled for whom the Village would install smoke detector(s). The residents must agree to allow the Village to conduct a home safety evaluation at the time the smoke detector is installed. He emphasized that with just a smoke detector installed near the sleeping quarters, safety is improved significantly in the Village. He also recommended utilizing a slightly more expensive 10-year sealed lithium ion battery photo electric type detector. These would require testing but are otherwise maintenance free for 10 years.

Porter stated that there had been a similar program in the Village previously and wondered how much of a need there was to replace the actual smoke detector rather than just the batteries. Davis agreed that some detectors might be within the 10-year lifespan and the batteries could just be replaced, but detectors over 10 years old would need replacing. By installing the proposed detectors, the hassle of changing batteries every six months would be eliminated.

Carroll stated that in Cuyahoga County, the American Red Cross would provide these detectors, and part of the program involved the home safety evaluation. He asked if this was the path Davis was considering. Davis had been in contact with the Cleveland branch of the Red Cross but was advised of only a program to install the 9V battery operated detectors. Furthermore, there would be a significant wait to have them installed with the Red Cross program. Davis was looking for an ongoing program where needs could be addressed as they arose. Carroll clarified that the Red Cross provided the photoelectric detectors to the communities for installation locally. Carroll would forward Davis the contact information.

Porter asked Davis if he would be installing the new detectors, and Davis said he would.

Carroll also suggested working with Geauga County Jobs and Family Services, and explained that in Lyndhurst, his department coordinates with the Consortium on Aging to report any tripping and falling hazards that are observed during the inspections. Carroll thought there would be the potential for a partnership that could benefit the community. Davis agreed.

**VISITORS:** Ray Schloss, Mapleridge Dr., stated he had questions regarding the reclamite used in the resurfacing of roads in the Village this year. Schloss had been asked about the product by residents of Sheerbrook and Daisy Lane since he had been in the paving business for close to 50 years. He had experience in working with reclamite, and unfortunately the experience was not good. Schloss understood it was too late now but wished he had been consulted by the Mayor and Council prior to spending \$36,000 on the product. Schloss explained that reclamite was not approved or used by the State of Ohio Department of Transportation, nor was it authorized by the National Center for Asphalt Technology. Skid resistance and friction are lost when the material is placed on the roads and highways. Furthermore, Geauga County did not use it and it was not approved by the Geauga County Engineer because of loss of skid resistance. Schloss asked why it was done. He added that it was a mess when it was put down and understood that it would give another three or four years of life for the roads that were paved. He wondered who would do this test on the roads at that time. Schloss reiterated that he wished he had been consulted.

Carroll advised that the reclamite was addressed at the last Street Committee meeting. He acknowledged it was a mess on Sheerbrook, and he could appreciate Schloss' statement about the loss of friction. He added that after driving on it, there was still material in the wheel wells and bottom of his car. Carroll concurred that it may not have been the best choice, and moving forward, he was not sure what the Village would do. Carroll stated he was not impressed with it.

Schloss added that another problem was that when the reclamite was put on the asphalt, the Village may have voided the warranty on the road project.

The Mayor asked if there were photos, and Carroll stated he had a couple of pictures and would forward them to Council.

Jim Flaiz, Sheerbrook Dr., advised that the reclamite issue generated significant complaints in the neighborhood. He is the homeowners association (HOA) president, and he had tried to direct the complaints to Mayor and Council. He explained that the neighborhood was given no notice of the application of the product until the night before when the Mayor emailed him. Since that time, residents were told it would be a one to two day drying process. The film and slick nature of the material was still evident on the street, causing leaves to stick to the street as well as to the feet of

pedestrians and pets. There are concerns with the skidding due to the slick nature of the product, especially with a long road with a downhill grade. He questioned the wisdom of trying the product for the first time when the Village was doing the largest Road Program in 30 years. Flaiz questioned why the Village would not have first tested the product on a small street to determine its performance.

Flaiz advised that the HOA had numerous issues with the paving project, the supervision of it, the notice and execution of it, but the reclamite had been a lingering problem and he agreed with Schloss.

The Mayor stated he had received two emails about the reclamite and one email from a woman whose mailbox was scratched. He did not know if additional complaints were received by the Street Commissioner or Engineer. The Mayor stated the information would be gathered and he was sure it would be addressed at the December 14<sup>th</sup> Council meeting.

**MAYOR'S REPORT:** The Mayor said he had a nightmare last weekend when he was awakened by the sound of a snowplow going down the street. He thought, what would the Village do if there were a COVID outbreak and it lost its crew? He said talks have begun with Bainbridge, Russell, and Chagrin Falls to determine how to collaborate if something were to happen.

The Mayor thanked all past and present employees, contractors, and residents who helped make the Building Department transition from a 25 hour to a 40 hour a week position.

Through the Cleveland State Certified Public Management Academy, the Mayor obtained references for professors who would assist with the Village's strategic plan. The Mayor advised the process would begin at the second meeting in January.

Geauga Growth Partners have been contacted about suggestions for handling Council training, HR situations, and team building. The Mayor asked for Council input so that the process could begin at the end of January.

The Mayor acknowledged the county's work with the residents of Alderwood and the Preserve of Chagrin to determine if there were a problem with the county sewer system, improper sewer connection of residents' sump pumps, or too much water for the system to handle.

The issue with the swale between Sheerbrook Drive and the Woods of Wembley was in the hands of the residents and was not going well according to the Mayor. The Village provided free advice in helping to locate where the swale should be and contacting the Woods of Wembley HOA. He felt the Sheerbrook residents were being ignored but advised that it was a civil issue.

The Mayor stated that the long-delayed letters would be sent to residents of Country Estates who privately own the three ponds between Country Estates and Alderwood to correct minor issues to facilitate the flow of water.

The Mayor stated that there were Boy Scouts and Girl Scouts interested in placing bat houses in the park.

The Mayor congratulated Pete MacDonald, director of Land Stewardship for the Western Reserve Land Conservancy. MacDonald was instrumental in the land conservancy receiving national accreditation from the Land Trust Act.

**FISCAL OFFICER'S REPORT:** The Fiscal Officer distributed her monthly report. The tax report was contained in the monthly report and she advised that the Central Collection Agency (CCA) was caught up through the end of September. The net collections for October were \$272,550 which were above amounts previously received. This was due to reconciliations CCA had done for the month prior. Year to date, the Village was \$260,550 from the budget. In the final two months of last year, the Village collected \$278,000, so it should be close.

Berger stated that the total Income Tax collection on the Fiscal Officer's spreadsheet for the year was \$1,340,000 and the Fiscal Auditor's indicated it was \$1,350,000. Berger questioned the difference in numbers and wondered if they were supposed to correlate. The Fiscal Officer stated that they may not have the reconciliation numbers because CCA was behind. She would go over this with the Fiscal Auditor. Porter asked if Council should hold off on approving the financial report.

The Fiscal Auditor stated he was not aware of the difference on how they record the net Income Tax. It sounded like there was a small difference and it could be due to an offset that should have been allocated somewhere else. He was not sure. His focus was the Fund Balances.

**FISCAL AUDITOR:** The Fiscal Auditor distributed his report for the month ending October 31, 2020. The total of all fund balances totaled \$3.865 million. The fund balances on the Fiscal Auditor's report matched the independently determined fund balances of the Fiscal Officer to the penny. The interest rate dropped from .25 to .2%. The Fiscal Auditor noted that for the month of October, the Village's balances increased by \$184,000, due to Income Tax revenues. For the year, the Village is \$825,00 higher than when it started. Another reason the fund balances increased so steadily is because of the grants, which included one for body armor and for COVID. With the grants, which total \$346,000, there are corresponding expenditures, which had not been budgeted and throw off the total revenue. Notable revenues included the first parking ticket revenue in 10 years. The Village was seeing a little fall-off on the Gas Tax and Income Taxes are coming in close to what was expected. He added that there could be still be an impact next year, but it is currently looking good from the revenue side.

Carroll agreed that there was a difference between the Fiscal Officer and Fiscal Auditor's net income tax total for the year to date and recommended Council delay approving the fund balances until the next meeting.

**FINANCE COMMITTEE:** Carroll stated the Finance Committee met November 4, 2020 and the minutes will be distributed to Council. The committee discussed how the Village looks at raises and how it plans to sustain the funding of salaries and benefits and to address them strategically. Carroll described that some of the raises had been arbitrary while others planned, and the matter had been a concern to Council for the past four to six years. The committee recommended developing a plan whereby the various committees be responsible for the employees within the committees' purview. In the first quarter of 2021 as part of the strategic planning process, the committee would examine each department for how it addresses raises moving forward in order to have a good plan in place and to avoid the past arbitrary nature of raises. Employees would know what to expect. More details would be contained in the minutes.

Carroll reported that the committee discussed the CARES Act funding, and the committee agreed that it was important to first consider the needs of the Village. He added that an adjustment would be required for the price of the Fit Tester. Carroll raised the question of funds remaining from projects that came in lower than estimated, and the Solicitor advised that whatever funds were left in the purchase orders for the various projects as of November 19, 2020 would be directed towards salaries. Carroll stated that it was the committee's recommendation that remaining funds would be allocated to salaries and benefits, allowing the Village to have time to consider other projects.

Carroll made a motion to increase the funding for the Fit Tester by \$1,500, seconded by Berger. Porter asked what a Fit tester looked like, and Carroll explained it is a piece of equipment which attaches to different types of masks to determine proper sizing of masks for employees. Technically, per OSHA regulations and CDC guidelines, employees should be fit tested for any type of respiratory protection the employee wears. Roll call – ayes, all. Motion carried.

**SOLICITOR:** The Solicitor stated in 2017 the Ohio Legislature enacted HB 49 which centralized the administration of municipal net income taxes. It gave business taxpayers an option to elect to file a deposit tax return with the State or file normally with all municipalities that had a net income tax obligation or liability. Lawsuits were filed by a number of municipalities that resulted in an appeal to the Ohio Supreme Court, which ruled last week that HB 49 is constitutional and does not an abrogation of the Home Rule for municipalities. It found that the .5% setback to serve as a fee to allow the State to administer the program that was charged to the municipalities was unconstitutional. The fee issue would be considered by the Franklin County Court of Common Pleas. The Village passed its ordinance in 2018 regarding the selection and is all set.

**ENGINEER:** The Engineer stated that the Road Program had been wrapped up for the year. The award contract amount was \$756,758.80. The final pay amount was \$755,897.66. Everything the Village wanted to accomplish was done with the addition of some base repairs and the reclamite. Regarding the reclamite, the Engineer explained it was something the Village had not done before but was very interested in trying based on case studies of communities that had used it. The Engineer had been made aware that a group of residents were not happy with it. He recalled that the Village had a similar experience when the chip seal process was utilized, and although he stood by this process, the Village had not done it since. The topic of reclamite would continue to be discussed in Street Committee meetings in the coming months.

Galicki noted that according to the Engineer, the Village was interested in reclamite based on case studies. He added that the matter had not come before Council before it was applied to the roads. He asked the Engineer to whom he referred with his term, "the Village." The Engineer thought it was discussed in Street Committee and he was asked to include it by the Mayor and Street Commissioner.

Carroll asked the Engineer if he had an estimated cost for the Stormwater Study. The Engineer thought it would be about \$10,000. He determined this from previous stormwater calculations and added that it would not be necessary to reinvent the wheel on much of the data. The Engineer wanted to use the data differently to focus on not only what could be done on public property and in the right of way, but also to include some of the existing infrastructure with private and public ponds. He wanted to consider the potential impact of retrofitting ponds to become retention ponds. The Engineer

explained he wanted to use the data to consider some alternate solutions, which may include out of the box solutions to historic problems.

Carroll advised that the Village had been approached by residents who wanted help with their dam, but felt it was important to have the results of the study which would strategically look at the entire Village versus one dam in one neighborhood, etc. The Engineer agreed and said it is important to identify where it is most cost effective to spend stormwater dollars. He felt the stormwater study would be a great tool for the Village. Carroll asked how long it would take to complete the study, and the Engineer said it would be done by spring. The Engineer stated he would charge hourly and could provide an estimate of the fees. Carroll said the Village had done a big Road Program this year, but he did not want to take his eye off the stormwater issues. The Engineer relayed a conversation he had with the Street Commissioner concerning the parcel of land owned by the Fox Run HOA on which the HOA would be very amenable to constructing a stormwater retention basin.

**STREET COMMISSIONER:** The Street Commissioner reported that Shred Day had taken place Saturday, November 7, 2020 and was very crowded and well received by the residents. He had not yet received the weight of the material from the company.

The Street Commissioner advised that there had not been any meetings of the Russell, Bainbridge, Chagrin Mutual Aid. He conveyed that no community would want to devote its entire staff to help someone else, so it would be one person from each community going to help the municipality that could not take care of its roads.

**STREET COMMITTEE:** Porter stated the Street Committee met October 30, 2020 and discussed issues reflected in the minutes distributed to Council. Regarding the driveway at 1087 Sheerbook, the committee evaluated the estimate provided by the resident and asked the Street Commissioner to obtain two more estimates to determine what the proper cost for the replacement of the driveway. The Street Committee will review the estimates and provide a recommendation to Council.

Porter addressed the reclamite used on Kensington Circle, and noted that it was very loud to drive on. Galicki noted that for the first couple of days there was a lot of oily residue, but it would seem that it has resolved. He agreed with Porter about the texture of the road. Porter said he was currently unimpressed with the reclamite but added that if it gave the Village three to four more years on a road, perhaps the inconvenience is a small price to pay.

Porter noted that the Shred Day was an excellent service for the community and said that the committee would discuss the possibility of having it twice a year.

The Mayor congratulated the Engineer, Street Commissioner, and Street Committee for a successful Road Program.

**BUILDING COMMITTEE:** Canton stated the Building Committee met on November 5, 2020 and the minutes had been submitted. Porter asked about the new employee, and Canton stated she was doing very well and was comfortable at her job. Canton advised that she enjoys the environment and is there bright and early at 7:45 a.m.

The Mayor stated that on the agenda under Building Committee, there is a motion regarding overtime in the Building Department and asked Canton if he knew about this. Canton stated it was a 40-hour

week. The Fiscal Officer advised that in the Finance Committee meeting, the matter was discussed and Berger was going to address it with Council. Berger stated that there was a discussion in the Finance Committee meeting regarding a complication in the ordinances about how overtime is calculated. The ordinance states that overtime is calculated after 8 hours in a 24 hour period as opposed to time after 40 hours in a seven day period. The concern with the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector was that if she were to stay for an evening meeting and worked through, she would exceed 8 hours and potentially incur overtime. In the Building Committee discussion, it was determined that it would not be overtime, but rather hours she would take as comp time on the following Friday.

Because of inconsistency with the ordinance, Berger recommended that changes be made. The Fiscal Officer concurred and cited the Employee Handbook which states, "hours in a day." In the Police Department, legislation was passed stating that if the committee and the Mayor agreed, it could be changed for that department. After consulting the Solicitor, it was determined that a motion would be beneficial to show agreement with identifying that overtime in the Building Department would be based on the week and the Friday could be used as flex.

The Solicitor stated that ultimately an ordinance would be required.

The Fiscal Officer advised she would also need the motion because she has payroll to do, and would need to know how to address the overtime the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector had incurred.

Berger made a motion to have the Solicitor prepare an ordinance that the Building Department policy shall be that any Building Department employee for the purposes of overtime will be calculated on a seven day work week and any hours in excess of 40 hours within the seven days shall be considered overtime, seconded by Carroll. The Mayor urged Council to take some time to consider this. Porter asked if the current ordinance was being amended, and the Solicitor stated it had to be since the Employee Handbook was adopted by ordinance. Amending any part of it requires an amendment by ordinance. Galicki asked if this was just for the Building Department. If the Employee Handbook addresses the matter in general terms, Galicki wondered if it should be amended to say how overtime is calculated for all employees. The Solicitor and Carroll advised it would not include the Police Department. The Fiscal Officer stated this would be a bigger discussion for HR because it also involves the Street Department and snow plowing overtime which is based on the day. The Fiscal Officer needed direction specifically for the Building Department because of upcoming payroll. Porter stated that for now, amending the ordinance addresses the Building Department, but HR and Street Commissioner will consider the overtime issue as well.

Roll call – ayes, all. Motion carried.

Carroll asked Berger if for payroll this week, overtime would be based on a 40-hour work week or 8-hour workday. Berger stated the 40-hour work week. Since this went against the current handbook policy, the Solicitor recommended making a motion with respect to the specific two weeks. The Fiscal Officer said it would be for payroll ending November 15, and Porter recommended making it for the month of November. Porter made a motion that for payroll purposes within the Building Department employee that the overtime calculation be done on the seven day period rather than the 8-hour period for the month of November 2020, seconded by Carroll. The Mayor asked the Fiscal Officer to explain

what would happen. The Fiscal Officer stated that last week when the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector worked a 12-hour day, she would look at the hours for the whole week and not just that day. She added that the same would apply to the coming week with the Planning Commission meeting. The Fiscal Officer summarized that it would be looking at the week's total rather than the daily total hours to calculate overtime.

The Mayor stated that Friday, the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector should have left at 1:00 p.m. but left at 5:15 p.m. instead. The Fiscal Officer stated that last week the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector worked over the 40 hours per week. Porter stated that she was entitled to the overtime. Carroll asked why she had worked so many hours, and the Mayor stated that she worked 8:00 a.m. until 4:00 p.m. on Monday, 8:00 a.m. until 7:00 p.m. on Tuesday, 8:00 a.m. until 4:00 p.m. Tuesday, Wednesday, and Thursday, and 8:00 a.m. until 5:15 p.m. on Friday. Carroll said the plan was that Friday was the flex day, and the Mayor stated yes. Galicki asked who authorized it. The Mayor stated that at 1:00 p.m. he told the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector to go home and then again at 3:00 p.m. She finally left at 5:15. The Mayor stated that it was her first week and she wanted to get the office squared away. The Mayor stated that there were Board meetings coming up and he would be interested to see how the whole situation was going to work with getting work done.

Carroll stated that based on having Planning Commission this week, he assumed the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector would be leaving early on Friday. The Mayor said he was not even sure and said she should have left at 1:00 on Friday, but it was her decision to stay to work. He added that she may do the same thing this Friday. Berger apologized to the Mayor, but said it is not her decision but the Department Head's decision. The Mayor explained that what he was saying was does the Village pay her for those hours? Berger stated that she cannot be permitted to stay and not pay her. If she is working for the Village she needs to be paid. It is also the Department Head's responsibility to stand up and say she has her 40 hours in and it is time to go home, period. Council agreed that it is not going to allow overtime in that department. The Mayor stated he had no problem with this. He explained that he did not think she expected to be paid until 5:15 on Friday. Porter and Galicki stated it did not work this way. The Solicitor asked if there were counter hours on Friday until noon, and Porter stated yes.

Canton stated that if the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector is salaried it is one thing. But she is not salaried, she is hourly. She has a 40-hour week and when those 40 hours are up, that is what she gets paid for. He stated it was quite simple. The Fiscal Officer explained that overtime is not based on whether an employee is salaried or hourly. Galicki stated that if she is authorized 40 hours, she should not be working more than 40 hours without express permission. Porter thought the handbook states this about overtime. The Fiscal Officer reiterated that overtime is not based on whether the employee is salaried or hourly. An exempt employee, which is a Federal designation pertaining to specific duties and responsibilities of the employee like being a manager, could become exempt from overtime. Even though she is salaried, she would have to be paid overtime much like the full-time Police Officers other than the Chief and Lieutenant who are managers. Unless she is a Department Head, she must be paid overtime. Porter clarified that the handbook states that overtime must be authorized by the Department Head, and the Fiscal Officer



concurrent. Porter stated that if she were authorized overtime, she would be entitled to it. If not, then she would not be. The Mayor stated she was not authorized overtime. She was told to leave at 1:00 p.m. on Friday, but chose to stay until 5:15, and asked then if she does not get paid for those hours. The Solicitor stated that the Village must pay her for any hours worked.

Carroll stated he appreciated the Building Department Administrative Assistant/Board Clerk/Assistant Zoning Inspector's dedication but emphasized that she fully understands the rules although she may not expect the pay. She should understand that by this Friday if she has her hours, she needs to leave early. The Mayor clarified that she will be paid overtime from 1:00 until 5:15 for the previous Friday.

Roll call – ayes, all. Motion carried.

**POLICE CHIEF:** The Mayor thanked the Chief for setting things up in Village Hall. The Chief addressed a safety concern for the elevator at Village Hall and incidents of individuals getting stuck in the elevator over the past couple of months. Prices are currently being obtained to replace the entire elevator or replace the internal components. The Chief also addressed the issue of lowering the speed limit on Chillicothe Rd. that was raised at a previous Council meeting. He contacted Ohio Department of Transportation District 12 and is waiting for a return call from the Traffic Manager.

Carroll asked if it might be better to consider a ramp leading to the main floor of Village Hall instead of the elevator which goes to the basement. The Fiscal Officer reminded Council that the bathrooms are in the basement.

The Fiscal Officer and Chief explained that they had both been stuck in the elevator, and the Chief reminded Council that the elevator was installed in 2000 and is 20 years old.

**SAFETY COMMITTEE:** Canton stated the Safety Committee met November 5, 2020 and the minutes were distributed.

**HR COMMITTEE:** Porter stated the HR Committee met and the minutes would be distributed to Council.

Porter distributed proposed changes to the grievance procedure for the Village. He advised that it has a requirement for a written grievance rather than just an oral one, and steps to be followed if the conduct of the direct supervisor, Mayor, or one or more Council members are at issue in the grievance process. Porter asked Council to consider it for discussion at the next Council meeting.

The Committee also discussed creating a Mechanic 1 and Mechanic 2 position within the Street Department and presented it to the Street Commissioner. The Street Commissioner agreed it would be a good idea, and Porter asked the Street Commissioner to provide certifications that would be desirable for a mechanic within the Street Department. Porter envisioned the position would be like a mechanic laborer that involved not only working on the trucks but out in the field as well.

Porter stated that the next HR committee meeting would take place on December 4, 2020 at 8:00 a.m. and the next Street Committee meeting would take place December 4, 2020 at 7:00 a.m.

**PROPERTIES COMMITTEE:** Galicki stated he had nothing to report.

**PUBLIC UTILITIES COMMITTEE:** Galicki stated there was nothing to report.

**PARK COMMITTEE:** The Street Commissioner stated that a brick walkway was installed at the Park and is considered ADA compliant. He reported that the residents and visitors to the park love it.

**ORDINANCES/RESOLUTIONS:**

Porter provided a third reading of an ordinance amending Appendix D – Job Descriptions of the Village’s Employee Handbook adding the job description of the Building Inspector and to reflect that such position will be part-time. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **ORD 2020-52**

Porter provided a third reading of an ordinance amending ordinances 2015-41, 2016-33, 2017-08, 2018-07, 2018-44, and 2020-07, 2020-41 by amending pay ranges for South Russell Village employees due to adding a part-time Building Inspector pay range. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **ORD 2020-53**

Carroll introduced a resolution of acceptance approving Cares Act expenditures and declaring an emergency. Carroll made a motion to waive readings, seconded by Porter. Roll call – ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Galicki. Roll call – ayes, all. Motion carried. **RES 2020-54**

Porter introduced an ordinance authorizing the Mayor and Clerk of the Village of South Russell to enter into a contract with Dennis M. Coyne, ESQ to provide Chief Prosecutor services for 2021 and 2022 and declaring an emergency. Porter made a motion to waive further readings, seconded by Galicki. Roll call – ayes, all. Motion carried. Porter made a motion to adopt, seconded by Carroll. Roll call – ayes, all. Motion carried. **ORD 2020-55**

Carroll introduced an ordinance finding that public safety personnel are substantially dedicated to mitigating or responding to the COVID-19 public health emergency and declaring an emergency. Carroll made a motion to waive further readings, seconded by Porter. Roll call - ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. **ORD 2020-56**

Carroll introduced a resolution to urge Governor DeWine and the Ohio Legislature to extend the deadline for operating the public meetings electronically and declaring an emergency. Carroll made a motion to waive further readings, seconded by Galicki. Roll call – ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Berger. Roll call – ayes, all. Motion carried. **RES 2020-57**

Carroll introduced an ordinance to transfer from the Income Tax fund to the Safety fund \$300,000, Operating fund \$100,000 and Street fund \$118,604, and declaring an emergency. Carroll made a motion to waive further readings, seconded by Galicki. Roll call – ayes, all. Motion carried. Carroll made a motion to adopt, seconded by Porter. Roll call – ayes, all. Motion carried. **ORD 2020-58**


**BILLS LIST:** Carroll made a motion to ratify the bills list of 10/30/2020 in the amount of \$11,663.14, seconded by Berger. Roll call – ayes, all. Motion carried.


**NEW/OTHER:** Galicki, Porter, Berger, and Carroll had no new business.

Canton commended the Street Commissioner and his staff for installing the new brick walk in the park. He added that it is beautiful. The Street Commissioner thanked Canton.

The Mayor reminded Council of upcoming meetings.

**ADJOURNMENT:** Being that there was no further business before Council, Carroll made a motion to adjourn at 8:57 p.m., seconded by Porter. Voice vote – ayes, all. Motion carried.

  
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William G. Koons, Mayor

  
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Danielle Romanowski, Fiscal Officer

Prepared by Leslie Galicki