

**RECORD OF PROCEEDINGS  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 14, 2022 – 7:00 P.M.  
MAYOR WILLIAM G. KOONS PRESIDING**

**MEMBERS PRESENT:** Bell, Berger, Canton, Cavanagh, Galicki,

**MEMBERS ABSENT:** Porter

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

**VISITORS:** Michael Harding and friends/family, Patrick Holtz, Garden Park Dr.

The Mayor called the meeting to order and led the Pledge of Allegiance. The Fiscal Officer read the roll. Porter was absent. Bell advised that the February 28, 2022, Council meeting minutes erroneously stated that the Muggleton farm property was sold by the Village for \$700. Galicki noted that this was what the Mayor had said. The Mayor explained that it was sold for around \$700,000. **Berger made a motion to approve the February 28, 2022 Regular Council meeting minutes as amended, seconded by Canton. Voice vote – ayes, all. Motion carried. Cavanagh made a motion to approve the minutes of the March 1, 2022, Special Council meeting, seconded by Canton. Voice vote – ayes, all. Motion carried.**

**VISITORS:** The Chief requested the appointment of part-time Patrolman Michael Harding to a full-time position with the South Russell Police Department effective March 16, 2022. **Galicki made a motion to appoint Michael Harding to a full-time patrolman’s position with the Village, seconded by Berger. Voice vote – ayes, all. Motion carried.** The Mayor administered the oath to Harding.

**MAYOR’S REPORT:** The Mayor addressed the request for a donation to the Chagrin Falls Schools After Prom, and the Fiscal Officer explained that it is usually in the amount of \$500. Berger asked why the Village makes the donation and the Mayor explained that it shows the Village’s support for the event which is designed to keep kids supervised after the prom. **Canton made a motion that South Russell Village Council donate \$500 for the Chagrin Schools After Prom, seconded by Bell. Voice vote – ayes, all. Motion carried.**

Regarding the potential for legislation to drop the gas tax, the Mayor said the Ohio Municipal League is working hard against this. He added that Airbnb’s were being considered by the State legislators. The Village Planning Commission (PC) had spent six months on this topic.

The Mayor suggested going to the Munson Township Park to see how a rain garden works on a slope. Like South Russell, they have about 100 acres and a lot of scout projects.

Berger addressed the possibility of Citizens’ Bank moving.

**FISCAL OFFICER:** The Fiscal Officer distributed her report to Council. She completed the 2021 State Report. The Tax Budget would be due in July and should potentially be adopted in June. She will provide the budget worksheets to the Department Heads to review with their committees and requested they report only items that would be out of the ordinary, like an extra cruiser. The worksheets would be collected by May.

Regarding the spring Village newsletter, the Fiscal Officer said it had been distributed and asked that any corrections be provided by Tuesday, March 15<sup>th</sup>.

The County Auditor will be providing a webinar on Special Improvement Districts (SID) on Wednesday, March 16<sup>th</sup>, 1:00 p.m. and she provided the elected officials with a link.

The Fiscal Officer thanked the Chief for his assistance with technology at the last Council meeting. They have been working out the bugs in the system, and she appreciated his patience.

Berger asked for clarification about issues with the use of Village Hall by Homeowners' Associations (HOA), and the Fiscal Officer explained that there had been problems in the past with the groups cleaning up Council chambers after the meetings.

**FISCAL AUDITOR:** The Fiscal Auditor distributed his report for the month ending February 28, 2022. He pointed out that his fund balances were arrived at independently and matched the fund balances of the Fiscal Officer to the penny. The total amount of all funds is \$3.712 million, which is almost \$250,000 higher than last month. The Fiscal Auditor stated that the interest rate on the Village's investments is 0.15%. Regarding revenue, the Village received the quarterly Cable Franchise fee, three grants totaling \$7,649, and pavilion rental fees. It also received its advance for Real Estate taxes and had a nice month for receipts for Income Tax. The only noteworthy expense was a disbursement from the Lake Louise Bridge fund in the amount of \$50,528.

**FINANCE COMMITTEE:** Galicki indicated that a piece of correspondence was included with the Fiscal Officer's report from Cindy Nairn, who was asking for the refund of her \$750 bench donation. Instead, she ended up purchasing one of two benches acquired by Judy Harvey for the butterfly garden. She was requesting the refund of \$750, but Galicki indicated that the Mayor had a plaque engraved for the original bench for \$155. Bell verified that the money was donated a year ago. Galicki explained that the bench Nairn donated for was never installed. The Fiscal Officer clarified that it was never purchased, but the plaque was. Canton asked why the bench was not purchased and installed. The Mayor explained that they were not sure what kind of bench would be purchased. Harvey was discussing a different bench than what was around the playground. Canton clarified that the donation was originally for a bench for the playground, and the Fiscal Officer explained that it was for the park. Nairn was clear that she did not want the bench at the playground, but rather in the park. Canton tried to ascertain the order of events regarding the purchase of the bench by Nairn. The Mayor explained that Nairn had been on Harvey's butterfly garden committee and Harvey and Nairn discussed benches for the garden. Ultimately, Harvey obtained two benches and showed them to Nairn. Together, the two benches cost \$886.02. Nairn then purchased one of Harvey's two benches for the butterfly garden. Canton asked how much time had elapsed between her donation and her purchase of the bench from Harvey. The Fiscal Officer said the donation was made in January 2021. Canton asked what information had been provided to Nairn concerning the donated bench. The Mayor said there was uncertainty about what the bench would look like or where it would go. Bell asked if the plaque could be utilized on the current bench Nairn purchased, and the Mayor said yes. Bell proposed refunding Nairn's money less the cost of the plaque. He added that as indicated in the Fiscal Officer's report, there should be guidelines for these matters. Galicki concurred and added that from a Finance Committee perspective, the Park Committee should consider a review of the expense of the donated benches. Material costs have increased and with shipping and installation, the Village may not be capturing the true cost of the benches.

Regarding the plaque, the Mayor explained it is a 10"x5" plaque that Service Department personnel insert right into the wood of the benches. There was discussion of the fact that the newly purchased benches were composite and not wood and alternate ways to affix the plaque were considered.

Canton proposed refunding Nairn the full \$750. Berger clarified this should be less the cost of the plaque. Canton argued that the plaque would be used, and Galicki explained that the plaque was included in the \$750 cost, not in addition to it. Canton concurred.

**Galicki made a motion to refund \$595 for the bench that was never installed, seconded by Cavanagh. Voice vote – ayes, all. Motion carried.**

Galicki summarized that the Finance Committee would recommend that the costs of donations, whether they be trees or benches, be standardized and a program be implemented.

The next meeting of the Finance Committee will be Wednesday, March 16, 2022, at 9:00 a.m. in Village Hall. He reiterated that the Geauga County Auditor would be holding an SID webinar on March 16<sup>th</sup>.

**SOLICITOR:** The Solicitor reported on the forfeiture process. There is a provision under the Ohio Revised Code (ORC) regarding unclaimed monies, but there was more research necessary. Galicki asked if there had been an effort to reach out to those who made the deposits. The Solicitor said it is incumbent on the individuals who made the deposits to obtain the final inspections. If the deposits have been sitting for a year or more, the Building Inspector is supposed to send notice to the owner/depositor asking them to correct the deficiencies within 30 days. If this does not occur, another notice is sent by the Building Inspector stating that the funds will be deposited to the Village if no appeal is received within 10 days. Galicki asked if these procedures were being followed, and the Solicitor did not know. She added that there had been a few forfeiture appeals over the years. Galicki expressed concern that the customers may not even know that the contractors have left money sitting with the Village.

**ENGINEER:** The Engineer discussed the clearing of the project sites and said when he has a preconstruction meeting set, he would notify the Streets and Public Utilities committees.

The Engineer said that he was close to having the specs and bid package prepared for the 2022 Road Program. The base bid will include paving Ridgecrest Dr., Garden Park Dr., and Louise Dr. for approximately \$500,000. An alternate bid would be Fairview, which would bring the total to about \$700,000. He added that South Russell would be the first community to be advertising for Road Program bids. He did not know what to expect for prices for asphalt, but thought his estimates were robust enough to accommodate and the alternate would provide wiggle room.

The bids will be advertised on March 25<sup>th</sup> or sooner.

The Mayor said that he and Porter met on Thursday, March 10<sup>th</sup> with the Manor Brook Garden HOA board. He hoped that they could begin to discuss Phase II, but it was more of a rehash from the Special Council meeting of March 1<sup>st</sup>. They want the Village to do a test for sound before construction and then one after to see if the decibel level changed. The Mayor thought it was a no-win situation for the Village because no matter what, it would end up that the sound had gotten worse since the trees were cut down. The Mayor spoke to a friend who runs an electronic store who said it could not be done. The Mayor would check with Osborn Engineering to see if they do decibel readings. The Mayor asked the Engineer the potential cost of this, and the Engineer could not provide this information as it is not a service offered by CT Consultants. However, he suggested that whoever conducts the test should do it

at the same time of day and in the same weather conditions. He added that acoustical testing was not a condition imposed by Planning Commission as was the landscape plan.

The Engineer wanted to have the trees cleared from the two sites before having a landscape architect start on the plans. The clearing should start this week.

Cavanagh verified that this was a matter of the Village being a good neighbor and trying to accommodate, and the Mayor said yes. There was a discussion of conducting this acoustics study with the current timeline, and the Engineer said he would be curious as to what a comparison that shows a marked difference would mean in terms of action by the Village. Cavanagh noted that the Village had given the Manor Brook residents assurance that the Village wanted them happy with the landscaping afterwards. The Mayor concurred and said that even if the Village were to do the acoustical test, the residents would say there was more noise, which he thought there would be. He asked if Council wanted to allocate \$2,000 for the company the Mayor called to conduct the testing. Berger said he had experience with sound testing and provided details of what it would involve and the information it would produce. He explained that it was much more than just setting a sound meter up to see what it said. He did not think it would accomplish what was intended.

The Solicitor advised that some municipalities have noise zoning regulations and have decibel readers for this purpose. She asked if consideration had been given to reaching out to one of these municipalities instead of just picking one company to do it. Galicki suggested contacting the Geauga County Engineer's Office and Berger offered that Dave Hocevar may know this information as well. Berger realized there was a tight timeframe but thought hiring a firm to do this would not achieve what was desired. Galicki asked that even if the study were conducted, what would be the desired end state. And whether this would set the Village up to have a responsibility to mitigate the problem. The Village had already committed to enhancing the landscape sightlines with improved foliage that would provide some reduction in sound. However, to mitigate it to the residents' satisfaction might mean a sound barrier wall, which would not be a slightly option. His impression from the meeting held with residents on March 1<sup>st</sup> that the desire was for a neutral change, and he did not know if that would be achievable. The Mayor said the bottom line was that there would be a landscape plan within 90 days that would ultimately be built. Galicki asked about the landscape plan and if it did not mitigate the sound issue, what was the Village committed to doing. The Mayor did not think the Village would want to commit to anything besides landscaping.

Canton stated that he lives across from Whitetail and the traffic sound is quite prevalent now.

Council discussed the sound issues in different neighborhoods in South Russell. Galicki questioned the expectation of the HOA relative to the sound. Bell stated that the Village should do its best with the landscape plan to be good neighbors. The Mayor suggested that if Osborn Engineering called him and said they could do something for \$500, did Council want to do it just so they could say they tried. Cavanagh agreed with Galicki that this might open a can of worms. Galicki also questioned the practice of going with a single contractor and not seeking three quotes. He thought committing to a sound survey might be opening Pandora's Box. Cavanagh added that the busy road was there long before the neighborhood.

The Mayor praised the Engineer for his upbeat presentation to Manor Brook residents, and thought he lit a fire under them to get their own acts together. Like anybody, they really had not done much in 40 years. It had been made clear that there was no piggyback on this because the Village was not allowed.

He felt they came out of the meeting with a positive point of view. He told the residents that in a year or two the Village would be signing them up for Phase II, and they looked at him like he had two heads, but he maintained Phase II was a possibility.

**STREET COMMISSIONER:** The Street Commissioner submitted his monthly report for February. He added that there are already four residential culvert pipe installations scheduled.

The Mayor asked how the plow trucks performed with the increased snow plowing for the season, and the Street Commissioner said that the newer trucks with the electronics presented the biggest issues. Otherwise, they did well.

**STREET COMMITTEE:** Bell reported that the Street Committee met on March 11<sup>th</sup> and the minutes will be distributed once they are complete. Three issues addressed included the Federated Life Center retention area, which is on private property in Bainbridge Township. Water runs through its pond system across to Chagrin Lakes. The Village had installed a restrictor plate to help mitigate flooding on Sheerbrook Dr. Recently, there were issues with overflow, and it was determined that it potentially required cleaning. It was suggested the Village assist in doing this or do it independently since it affects Village residents. Since the committee meeting, one quote was received to clean it out for \$7,400. The Solicitor would have to draft an agreement to allow the Village to enter the property.

The Mayor thought the restrictor plate was installed by the Village in 2012 or 2014. In 2015, the Village asked the Family Life Center to clean it out, and it cost them \$10,000. It now needs cleaning out again. The Solicitor asked if the Family Life Center was unwilling to clean it out again, or if they had been approached. The Mayor said no, they had not been approached. The Solicitor verified it was the Family Life Center property, and Galicki verified it was in Bainbridge. Bell said it came up because it affects the residents on Sheerbrook and the Village had been involved with the restrictor plate.

The Engineer explained the history of the restrictor plate. Originally, the pond did not provide retention during a significant rain event. The Street Commissioner explained that there was a 15-inch pipe exiting the pond with no restriction. The Street Department approached the Federated Life Center about the problem it presented to Sheerbrook Dr. The Village offered to fabricate a restrictor plate to go over the pipe. The Federated Life Center agreed, and it has worked wonderfully. It is now filling up with things other than water and a clean-out is recommended as a standard course of maintenance. He agreed that since it is on private property, the Federated Life Center should be responsible for it. If they are unwilling, then perhaps the Village should engage someone to do it. It does not benefit the Family Life Center but does benefit the Village. Galicki suggested engaging the Bainbridge Trustees as well, and Cavanagh agreed. He noted this matter would be expending public funds on private property, which is not permitted by the Ohio Revised Code (ORC). Furthermore, the property is not within the Village boundaries.

The Mayor suggested a three-pronged attack. Within two weeks, the Street Commissioner should ask the Family Life Center about cleaning it out. If they cannot afford it, the Village could split it with them. If they will not do this, then Council would have to decide how it wants to proceed. This would include a written agreement. The Solicitor was concerned about the use of public funds for private property. The Mayor asked if there was an exception since it benefitted the Village. The Solicitor explained that it would be benefitting other properties in South Russell but did not know that it was a permissible expenditure from the General Fund. She asked if it would be a Special Improvement District (SID), bond, or assessment.

The Engineer offered that there was a precedent of spending public dollars on private land for storm water improvements to protect its infrastructure. In the instances where the Village had done this, it had been in the Village, not outside. Bell asked how the Village was able to install the restrictor plate in the first place. The Mayor said that basically, the Village asked and said it would like to do this. They said go ahead, and the Village did it. The Fiscal Officer said it was a different Solicitor and it cost a couple hundred dollars. She was concerned that it was public money for private purpose and asked how many lakes are there in the Village that are affecting the roads. She said this could be opening the Village up to requests by everyone. Galicki offered that it would be expending South Russell Village taxpayer funds outside of the Village, which would be difficult to convince the taxpayers was a good thing. Cavanagh offered that the Street Commissioner should contact the Federated Life Center as a start.

Galicki offered that the SID would be an option and would be an agreement between Bainbridge and South Russell.

The Mayor did not think this issue would mean anything to Bainbridge.

Bell addressed a crack in the concrete base wall of the salt dome. The Street Commissioner described the crack as being close to 3-inches and described a temporary fix of the problem until the Engineer could design a remedy. The Engineer had CT Consultant structural engineers examine the salt dome and determine three different repair and stabilization options. None will be excessively costly. He did not have a cost estimate yet but thought he would soon.

The Engineer presented options for repaving of the Village Hall parking lot, which had taken a beating this winter. The Engineer explained that one option would be to repair the base of the parking lot with stone and a concrete mixture to make it 16-inches thick. Asphalt or chip seal would then be applied over the base. Right now, there are six inches of stone and a couple inches of asphalt over the top, which is not good enough to stand up to the use and loads it experiences with the salt dome and maintenance trucks. Additionally, the parking lot is used for Trash Day, Farmers' Market, the Police Car Show and is becoming more of a venue. The cost to recondition and pave the entire parking lot would be approximately \$185,000 and should last about 20 years. The base should last forever. The low-end cost option for just doing chip seal would be in the \$20,000 range and would last five years. Layering the chip seal would increase the lifespan with each application.

The Fiscal Officer asked if this would be bid as part of the Road Program. The Engineer suggested the Village not do it this year but deferred to Council. Bell said he likes to see the job done correctly, but acknowledged it was a lot of money. The Mayor stated that the Village had \$3.7 million and was predicting a \$1,100,000 deficit this coming year, and suggested 2023. The Fiscal Auditor said the January 1<sup>st</sup> balance was \$3.46 million. The Engineer offered that Council could consider doing chip seal next year or the year after to see how that slowed the deterioration. Bell proposed the Street Committee get quotes for chip seal. The Engineer said he could add this as an alternate to the Road Program.

Galicki asked for an explanation about the chip seal process and added that it was not favored as a topping with commercial properties. The Engineer described the negative aspects to include skid resistance, loose stone, and dustiness. The chip seal used by the Village is different in that there is a polymer-based tar, precoated aggregate, and remaining materials are swept up, and then a heavy seal coat is applied to lock everything in place.

**BUILDING COMMITTEE:** Canton stated the Building Committee met Thursday, March 3, 2022, and the minutes were distributed to Council. The next Building Committee meeting will be Thursday, April 7, 2022, at 8:00 a.m. in the Building Department.

The Fiscal Officer noted that placing an ad for Zoning Inspector was listed on the agenda. She asked for clarification as to whether this was just Zoning or Zoning and Building. The Mayor said Zoning and Building and maybe the Village could hit a homerun. **Canton made a motion that the Village place an ad for Zoning/Building Inspector, seconded by Cavanagh.** Galicki asked if the ad is for Zoning and Building, and if the ad is still for a part-time position. What is being bundled in the proposal and there is a job description that puts the two positions together. The Mayor said no. The Mayor clarified that the ad should specify Zoning Inspector experience and Building Inspector license preferred. Galicki stated that if the Village was seeking a part-time Zoning Inspector, that is what it should advertise. The Fiscal Officer clarified that over the years, job descriptions had been developed for Building Inspector, part-time Zoning Inspector, part-time Building and Zoning. She felt there were job descriptions to cover the advertised position. The Mayor said that the position would be four hours per week for 30 weeks. Berger asked why then was the Building Inspector being added to it. The Mayor said it was on the chance that there was a candidate with this experience. Berger suggested running two ads, one for a part-time Zoning Inspector and one for a Building Inspector. A Building Inspector can be a Zoning Inspector but not necessarily the other way around. **Canton amended the motion to run an ad for part-time Zoning Inspector and a separate ad for part-time Building Inspector, seconded by Cavanagh. Voice vote – ayes, all. Motion carried.**

**POLICE CHIEF:** On behalf of the South Russell Police Association, the Chief requested permission to use the Village Campus for the purpose of the Charity Car Show on Sunday, August 7, 2022, from 6:00 a.m. until 6:00 p.m. The contract was distributed to Council. Cavanagh referred to the diagram provided with the agreement and asked if the cars were parked on the grass. The Chief said yes. In 2021, the show had 220 cars. The Mayor said there will always be a bit of a turf issue. Bell asked where visitors park. The Chief said there is parking at Gurney School and A-1 Limousine takes people back and forth.

**Galicki made a motion that Council consider approval of allowing the Police Department to host its annual Car Show on Sunday, August 7, 2022, seconded by Canton. Voice vote – ayes, all. Motion carried.**

The Chief stated that the Police Department is requesting permission to use the Village campus on Sunday, June 26<sup>th</sup> for a Bike Rodeo event from noon until 3:00 p.m. Cavanagh asked for an explanation of the event, and the Chief explained that it is in conjunction with AAA. Training courses are set up and there are bike helmet giveaways. There would be parking on the Village Hall side and the events would be from the driveway that separates the Police and Service Departments east throughout the Police Station. Any child with a bike could participate.

**Galicki made a motion that Council consider for approval the use of the Village campus for a Police Department Bike Rodeo event on Sunday, June 26<sup>th</sup>, 2022, seconded by Canton. Voice vote – ayes, all. Motion carried.**

The Chief reported the theft of two vehicles in the Village overnight. Additionally, there were unlocked vehicles that were entered. The stolen cars were unlocked with the keys in them. Both cars and the suspect car were observed by the security cameras at the intersection of Chillicothe Road and Bell Road

leaving the Village. Cleveland Police Department 5<sup>th</sup> District just recovered one of the two cars. The car will be towed back to the Village Police Department for processing. The Chief posted a message on Facebook and the Village website to alert residents. He added that if residents locked their cars, there would not be this problem.

Bell asked if suspect(s) were apprehended, and the Chief said no, that the vehicle was found in an apartment complex.

**SAFETY COMMITTEE:** Galicki stated that the committee met on March 3, 2022, and the minutes were distributed. The next meeting is scheduled for April 7<sup>th</sup>.

**HR COMMITTEE:** The HR Committee met March 14<sup>th</sup> at 9:00 a.m. **Berger made a motion to approve Council filling a full-time Administrative Assistant position with the current part-time Administrative Assistant, seconded by Cavanagh.** Berger explained that in September, Council approved 160 hours a month for the part-time administrative assistant position, which equates to 38 hours per week. It is the opinion of the committee that asking a part-time person to regularly work 38 hours a week when full-time is 40 hours a week is not fair to the individual. Essentially, the Village is taking advantage of that person and the inequity needs to be corrected. By making it a full-time position, the Village will incur costs with benefits, but essentially the individual is a full-time employee in everything but name. The Mayor asked if there were no need to conduct interviews, that they should just make the change? He asked when the best time would be to make the change. The Fiscal Officer said it did not matter since it was an hourly position. Bell asked if the monetary increase for benefits had been discussed by Finance, and Berger said no. The Fiscal Officer said that eventually it would be necessary to amend the budget for the additional couple hours per week and any healthcare benefits. Berger added that there is vacation and holiday pay that is part of the consideration. Bell added that in addition to fairness, there is a need for it, and it is a proven employee who does great work. The Mayor suggested making it effective at the April 11<sup>th</sup> Council meeting or starting it tomorrow. Berger said he was comfortable that Finance would approve the process and was comfortable in saying to get it done. The Mayor stated it would become effective on Tuesday, March 15<sup>th</sup>. **Roll call – ayes, Bell, Berger, Canton, and Cavanagh. Galicki recused himself. Motion carried.**

Berger stated that there was a need to have a part-time administrative assistant for a maximum of 20 hours per week. This person would be used as a floater between Village Hall and the Building Department. The Building Department had discussed for 18 months having a back-up plan for the Building Department administration, and none was available with the current staffing. **Berger made a motion to ask the Fiscal Officer to place an ad for a part-time Administrative Assistant, 20 hours per week maximum, seconded by Cavanagh.** The job description exists. Galicki asked if the job description addressed the sharing between departments. The Fiscal Officer clarified that it states, 'other duties as assigned.' The intent would be for the Fiscal Officer and the Building Department Administrative Assistant to work out these details. **Voice vote – ayes, all. Motion carried.**

Berger addressed the \$100 incentive for employees to have annual physicals. Last year, 6-7 of 17 full-time employees took advantage of this plan. The purpose of the incentive was to encourage employees to be proactive with their health and to ultimately preclude greater health care costs which increase the Village's healthcare expenses. Berger thought \$100 was not enough to do this. **Berger made a motion to increase the amount to \$250 for this year, and if the numbers do not increase, the Village would eliminate it in 2023 and find another way to get employees healthy, seconded by Canton.** The Fiscal Officer clarified that the \$250 goes into the employees' gross earnings and is taxed. Bell asked if



there were incentives from the insurance providers for employees having the physicals, and the Fiscal Officer said no. Berger explained that if employees are healthier, there will not be as much use in the healthcare plan and premiums will hopefully not increase as quickly. There was a 15% increase in healthcare premiums last year and this is an effort to reduce that. It would be money well spent. Voice vote – ayes, all. Motion carried. Galicki verified he was allowed to vote on this, and the Solicitor explained that he was allowed since it applied to all employees.

Regarding the Employee Appreciation Luncheon, Berger proposed it occur Friday, May 20, 2022, at the South Russell Village Pavilion from 12:00 – 2:00 p.m. The Mayor questioned the time and said previously events held had poor attendance. Berger thought the event was a positive step in appreciating the employees. The Mayor would bring the proposed time to the members of the Boards, who never attend. Galicki asked if committee members were included, and Berger said yes.

Although this is not an HR function, the committee agreed to take on the Veterans' Luncheon. It has been scheduled for Monday, November 14<sup>th</sup> at the Sleepy Rooster.

Berger reported that an exit interview was conducted with the departing full-time patrolman by Berger, Canton, and the Mayor. A question generated from the interview was how the Village could encourage more young people to have a favorable response to police officers and think about it in terms of a career choice. The officer shared that this is a real problem, and the relationship had been fractured. Berger acknowledged that events like the Bike Rodeo and the Fishing event go towards repairing the relationship.

The Mayor asked about the Employee of the Year Award, and Berger said it was being eliminated.

**PROPERTY COMMITTEE:** Canton stated that on February 28<sup>th</sup>, Properties and Park Committee met and the minutes were distributed to Council. Canton noted that Lolly the Trolley may not be permanently out of business. The Fiscal Officer added that Lolly the Trolley has allowed a rain date for an added fee in the past.

Canton addressed the issue of Fall Festival vendors that would not refund deposits in the event of cancellation. Council had expressed a desire to find vendors that would engage in such an agreement, while some members of the Park Committee understood that the vendors were trying to make a living. Canton thought it would be helpful to have a rain date. Canton was trying to ascertain how Council wanted to approach the vendors. Berger said he wanted it understood that there was an expectation by the Village of some sort of refund. Canton thought this might limit selection of vendors, but also thought there should be at least a portion of the deposit refunded. The Mayor asked if some vendors were paid in advance, and the Fiscal Officer said that some require this. She offered that perhaps there might be more room for negotiation by setting the date earlier instead of waiting for the Browns schedule, which was favored by the Parks Committee. With more time, there was more leverage to get vendors to agree or seek others. The Mayor asked if the Village should provide the contract, and the Solicitor explained that the vendors generally supply the contract, but the Village can review it, revise it, and see if the vendor agrees.

Canton suggested the Property and Parks Committee meet Wednesday, April 6<sup>th</sup> at 7:00 p.m. in Village Hall to discuss this along with scheduling.

Cavanagh reported that Emily Gold, one of the Girl Scout leaders requesting to use the Village campus for cookie sales, acknowledged that with the committee's request for a business plan and other

requirements, there was not enough time allowed for the process this year, but perhaps the groundwork was laid for next year. Cavanagh offered to assist with opportunities in the park for girls to earn badges.

Regarding the use of Village Hall by HOAs, the committee would consider it and make a recommendation to Council. The Fiscal Officer advised that a HOA has requested to use Village Hall on April 10<sup>th</sup> at 1:00 p.m., and according to the legislation that is on the books, Council's approval and a \$25 deposit are required. **Canton made a motion that on April 10<sup>th</sup> at 1:00 p.m., Country Estates HOA be allowed to meet at Village Hall and submit a \$25 fee.** There was discussion of timing with the HOA meeting and the committee and Council meeting, and the Solicitor offered that Council could waive the fee. **Canton amended the motion that the \$25 fee for the HOA meeting be suspended.** The Mayor stated that The Preserve of Chagrin requested to reserve Village Hall on March 29<sup>th</sup>. The Mayor was sent an email regarding this request. **Canton amended the motion to allow the Preserve of Chagrin and Country estates to meet at Village Hall and waive the \$25 charge, seconded by Cavanagh. Voice vote – ayes, all. Motion carried.**

The Fiscal Officer reminded Council that they requested documentation describing the Geauga Fresh Farmers' Market vendor selection process, and all that was provided were the bylaws. This may not satisfy what Council requested. Additionally, the Fiscal Officer advised that the Farmers' Market should really submit the agreement to the Village. Canton verified that Council had discussed this. The Solicitor explained Council discussed it last year and that the contract is considered yearly. Specifically, there was discussion of how the Farmers' Market chooses vendors and whether the Village has any say in this. The Fiscal Officer explained that the agreement distributed to Council was simply the previous year's agreement with the dates changed. Nothing had been received from the Farmers' Market and she was not sure if the Mayor had spoken to the management or who should be proposing the agreement first. The Solicitor asked if they had provided dates to the Mayor, and he indicated it would be May 7 to October 8<sup>th</sup>. The Fiscal Officer asked if the by-laws were what Council wanted to see, and Berger read the requirements stated in the bylaws. Bell verified that the Village had the right to terminate with seven days' notice. Berger added that if someone showed up with homemade fireworks to sell, the Village could terminate the agreement. He felt Council's concerns were covered as long as the Farmers' Market adhered to its rules. The Farmers' Market would need to submit the agreement to the Village. Canton asked how long the Village had sponsored the event and whether there had ever been a problem. Cavanagh said it had been about 15 years, and the Mayor said there had been no problems. Patrick Holtz, Garden Park Dr., questioned the Mayor's statement that there had been no problems. The Mayor said Holtz could discuss this later and there had not been a problem with a vendor. The Mayor said the Village had sponsored the Farmers' Market for 20 years.

**PUBLIC UTILITIES:** With Porter absent, Berger said there was no report.

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

Canton provided a third reading of an ordinance amending section 1440.06 of the Codified Ordinances of the Village of South Russell and declaring an emergency. Canton made a motion to adopt, seconded by Bell. Roll call -ayes, all. Motion carried. **ORD 2022-25**

Canton provided a third reading of an ordinance repealing Section 272.037 of the Codified Ordinances for the Village of South Russell enacting new section 227.03 of the Codified Ordinances of the Village of South Russell and declaring an emergency. Canton made a motion to adopt, seconded by Cavanagh. Roll call -ayes, all. Motion carried. **ORD 2022-26**

Berger provided a first reading of an ordinance adding #25 for a full-time Administrative Assistant to the Pay Range Ordinance, declaring an emergency.

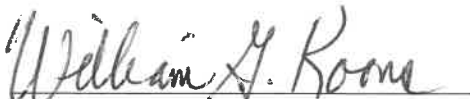
**BILLS LIST**


**Galicki made a motion to ratify the bills list of February 28, 2022, in the amount of \$79,953.36, seconded by Berger. Voice vote – ayes, all. Motion carried.**

**NEW/OTHER:** Galicki, Bell, Berger, Canton, and Cavanagh had no new Village business.

Canton offered congratulations to a variety of individuals associated with Chagrin Schools Speech and Debate teams.

**ADJOURNMENT:** Being that there was no further business before Council, **Galicki made a motion to adjourn at 9:12 p.m., seconded by Berger. Voice vote – ayes, all. Motion carried.**

  
William G. Koons, Mayor

  
Danielle Romanowski, Fiscal Officer

Prepared by Leslie Galicki