

# Village Hall Renovation

May 9, 1998  
8:00 AM to 9:05 AM  
Village Hall

Meeting called by: Gary Brockett      Facilitator: Gary Brockett  
Type of meeting: Open Discussion      Note taker: G. Brockett

Attendees: Gary Brockett, Nancy Gallagher, Matt Brett,

## Agenda

- |                                      |                 |              |
|--------------------------------------|-----------------|--------------|
| 1. Review of Last Meeting            | Gary Brockett   | 8:00-8:05 AM |
| 2. Estimate on Roof Replacement      | David Hocevar   | 8:05-8:15 AM |
| 3. Chimney Removal Estimate          | David Hocevar   | 8:15-8:20 AM |
| 4. New Carpet for Village Hall       | Nancy Gallagher | 8:20-8:30 AM |
| 5. Painting Exterior of Village Hall | Gary Brockett   | 8:30-8:40 AM |
| 6. Lift Estimate                     | David Hocevar   | 8:40-8:45 AM |
| 7. Discussion of Table /Chairs       | Nancy Gallagher | 8:45-8:55 AM |
| 8. Budget Considerations             | Gary Brockett   | 8:55-9:05 AM |

## Additional Information





## South Russell Village Hall

### Wallpaper Analysis

|               | Length | Width | Height | Sq. ft.       | Rolls     |
|---------------|--------|-------|--------|---------------|-----------|
| Entr. Down    | 9.75   | 7.5   | 13.5   | 364.5         | 14        |
| Entr. Up      | 7.5    |       | 9.0    | 67.5          | 3         |
| Base strs     | 7.75   |       | 10.0   | 77.5          | 3         |
| Nancy         | 7.5    | 10.25 | 9.5    | 337.25        | 12        |
| Office        | 9.25   | 8     | 9.5    | 327.8         | 12        |
| Comp.         | 9      | 7     | 7.0    | 224.0         | 8         |
| Hall          | 6      | 7.5   | 7.8    | 209.3         | 8         |
| <b>Totals</b> |        |       |        | <b>1607.8</b> | <b>60</b> |

| Rating        | Cost     | Total Cost | Labor  | Total    |
|---------------|----------|------------|--------|----------|
| <b>Good</b>   | \$ 10.00 | \$ 595     | \$ 953 | \$ 1,548 |
| <b>Better</b> | \$ 20.00 | \$ 1,191   | \$ 953 | \$ 2,144 |
| <b>Best</b>   | \$ 30.00 | \$ 1,786   | \$ 953 | \$ 2,739 |

### Carpet Analysis

|                  | Length | Width | Yards        |
|------------------|--------|-------|--------------|
| Main Room        |        |       |              |
| Chambers         | 26.25  | 27.5  | 80.2         |
| Nancy            | 9.25   | 10.25 | 10.5         |
| Office           | 9.25   | 8     | 8.2          |
| Comp.            | 9      | 7     | 7.0          |
| Hall             | 8.5    | 8     | 7.6          |
| <b>Total yds</b> |        |       | <b>113.5</b> |

| Buddy's   | cost/yd  | total cost  |
|-----------|----------|-------------|
| Titan III | \$ 11.53 | \$ 1,308.90 |
| Accolade  | \$ 16.29 | \$ 1,849.25 |
| Integrity | \$ 20.66 | \$ 2,345.34 |



BUILDING RENOVATIONS

*20 years old*  
1. ROOF REPLACEMENT: APP. \$5000.00 *down to \$3500*

*liability*

2. A.D.A LIFT: APP. \$25,000 THIS DOES NOT INCLUDE THE FOLLOWING:
- A. SIDEWALK TO LIFT
  - B. ELECTRICAL TO LIFT
  - C. INSTALLATION OF DOOR TO LOWER LEVEL.
  - D. MINOR RENOVATIONS TO BASEMENT TO ACCOMMODATE HANDICAPPED
  - G. ADDITION OF WINDOW TO KEEP SYMMETRY TO REAR OF BUILDING

WITHOUT GETTING ANY FORMAL BIDS MY BEST GUESS IS THAT THE COMPLETE PRICE WILL COME IN AT AROUND \$40,000. I FEEL THE MAYOR AND COUNCIL SHOULD AGREE THAT THIS IS WHAT THEY WANT AND WE COULD PROCEED WITH DRAWINGS AND GET A BETTER IDEA ON THE EXACT COST.

*\$5,500*

3. REMOVAL OF EXISTING CHIMNEY DOWN BELOW COUNCIL CHAMBERS REPAIR ROOF SHINGLES (TEMPORARY), REPAIR JOISTS, COST ( \$3000 TO\$4000). THIS DOES NOT INCLUDE THE INTERIOR TRIM, OR DRYWALL REPAIR WHICH MAY COME TO APPROX. \$1000.00

*\$2200*

4. ALONG WITH THE ABOVE THE CARPET WILL HAVE TO BE REPLACED AND THE INTERIOR OF VILLAGE HALL BE PAINTED. COST ? *113 yds. commercial grade*

5. PAINTING OF THE EXTERIOR OF VILLAGE HALL IS ANOTHER COSIDERATION.  
*nail holes - D. Hocevar - estimate*

DAVID HOCEVAR

*Transfer Aid*  
*\$25,000 Ap Bldg*



## South Russell Village Hall

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*Merwin-Williams*

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Properties  
Committee

needs to  
in Sp  
Bldg.

Middlefield  
Parkway

ask for to  
in Sp Bldg

V shape

U "

can be moved  
movable side table

Mrs Edward Otter

David Otter

Taylor-May

543-5375

corner <sup>at</sup> Cook  
cabinet

at drawer

at light

plaque re:  
stained glass

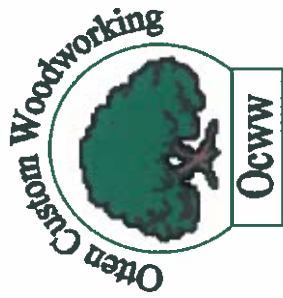
Sharon Kamin

Orange Village

padded - arms?

good  
better  
kick





## Otten Custom Woodworking

### Custom Cabinetry for Your Specific Needs

David Otten  
Chagrin Falls, Ohio  
543-5375

Otten Custom Woodworking is dedicated to creating custom cabinetry designed to meet your specific needs. How we go about meeting these specific needs is what I believe sets me apart from other companies.

Paying special attention to detail, craftsmanship and a lasting commitment to quality and integrity, I'm committed to listening to your ideas and *together* designing a solution.

We begin with those ideas: storage needs for specific items, a new look for an old room, or a space that just needs "something". Constructed of select hardwoods such as Red Oak, Cherry, Maple and Birch *our* design can then be finished in your choice of colors specifically chosen to compliment your home.

Entertainment centers, bookcases, cabinets and built-ins; all designed to fit your space as though they were always there.

I look forward to the opportunity to meet with you. *Together* we will create a design custom suited for your specific needs.





**MEMO**

**TO: Properties Committee  
Chairwoman Sally Butz-Voss  
Member Adam Lechman**

**DATE: February 14, 2003**

**FROM: Nancy Gallagher, Clerk**

**RE: Village Hall**

**Attached is a memo that I wrote and submitted to the Properties Committee about a year ago.**



**MEMO**

**TO: Properties Committee**  
**Matt Brett**  
**Sally Butz-Voss**

**DATE: February 22, 2002**

**FROM: Nancy Gallagher**

**RE: Village Hall**

**Okay, so we've just about taken care of everything in the Police Building and the Service Building – what about the Village Hall? You know, that century building where all the meetings take place. It is a historic building and should be taken care of and preserved. I take a look around here and there is so much that needs to be done. It's time to do a face-lift – THIS YEAR!**

**Where do I begin? Let's start with the main floor.**

**The wallpaper, which was put up in 1976, is dingy and dirty and definitely needs to be replaced.**

**The Service Department replaced the ceiling tiles in the offices last year – so that's done.**

**The carpeting is three years old – so that's done.**

**The woodwork has not been repainted since 1976 – it should be painted.**

**Many of the screens for the windows keep falling out and should be fixed or new ones made.**

**It's been at least 10 years since the Council Chamber has been painted – it's time to do it again.**

**It's also been 10 years that we have had the curtains in the Chamber – time to replace those.**

**The stairs and foyer need new flooring and tread on the steps.**

**Let's take a tour of the basement – it definitely needs to be spruced up!**

**The basement (hallway, offices and file room) needs to be cleaned up – some new ceiling tiles were put up when the restrooms were redone – please put up the rest.**

**The basement needs new flooring or carpet and the panelling in the hallway and the offices needs to be stripped off – let's think about wallpaper for down there.**

**The woodwork is scratched and marked up – repaint all the woodwork.**

**Curtains or blinds should be considered for all the basement windows.**



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Building Committee report for Monday, September 23

The Police Department Open House is Saturday, October 12<sup>th</sup>. We would like to have some or all of the following completed by that date.

We have money in the account to cover the following:

At our last meeting we hired a painter to paint the Village Hall porch and elevator area and the Service Department Building south man door area for \$620.

Reseal the Village Hall windows for \$312.

Replace the sliding door on the storage shed with an overhead door for \$750.

Replace the east wall of the shed with T 111 for \$1,700.

Install a gutter on the east wall of the shed for \$400.

Install a new front door with a dead bolt lock on the police department for \$1,350.

Install a new back door with key pad on the police department for \$700.

Installation of the two doors will be \$800.

Paint the new T 111, gutter, new storage shed overhead door, new police department doors, for \$2,000.

Future areas being discussed are:

We hired Dunning for \$1,000 to make blue prints for how to repair/replace the south wall of the garage bay.

Improve the exterior of the police department by either painting or vinyl siding

Replace two of the bottom panels of the police department garage doors

Reroof the salt dome

At our October 14<sup>th</sup> meeting we hope to have information on replacing all light fixtures with new fixtures and bulbs for \$10,000.

Do we want a campus exterior paint scheme, Village Hall white, Service Department green, Police Department blue, salt dome pink, etc.?





APRIL  
2012  
Properties

Danielle

FVI

Bill

Properties in need of action in 2012:

The police department sidewalk needs partial replacement

The police department garage middle drain needs work done on the trap (it runs uphill)

The police department garage slop sink needs a proper drain

The village hall needs shutters on the south and west side of the building

The village hall porch on the east side of the building needs to be enclosed with a gable roof and windows

The salt dome needs a new roof

The village hall woman's toilet needs replacing

The village hall woman's bathroom sink needs replacing

The village service garage window facing east should be replaced with glass block

The village service garage should be extended 16 feet to enclose/roof the double-walled fuel tank to meet EPA requirements.

The village service garage south-facing mandoor is rotting away and needs a lintel installed

Make any  
changes you  
know of.

Go 3 806,000.

Property  
47,892 -

of Bill  
53,650

Service -  
Spinning



SRV meeting on September 9, 2013, Building Committee report

## Wilbur Property at 5244 Chillicothe

2.15 acres      1,450 square feet      Land valued at \$63,000; House valued at \$90,000 = \$153,000

The property was rented off and on for many years for around \$1,000 a month.

Expenses over the years have included a new roof, furnace, well, tree trimming, plumbing, raccoon removal, etc.

We chose to remain in the landlord business      Option A

spent \$50,000 to rehab the house

rent it for \$1,300 a month for income of \$15,600 a year

yearly expenses are \$6,000 a year (taxes \$3,500; sewers \$700; mowing \$1,000; insurance \$800)

In six years we will have made \$93,000 in rent and paid \$36,000 in expenses.

By the end of 2013 we will own a two bedroom home appraised at \$200,000?

Cost to complete renovations is \$42,634.33

Optional items are insulation at \$2,800 and patio at \$800

Total with options will be \$46,234.33

## Upcoming Projects?

Paint the Village Hall porch interior and exterior, the new shed addition and the block wall by the service department garage door.

Replace the door on the shed with an overhead type

Replace the siding on the east side of the shed

Re-roof the salt dome

Repair the south wall of the garage bay or remove the wall and add an additional bay

Paint or re-side the police station

Begin replacing the present campus fluorescent lighting fixtures with \_\_\_\_\_

## Pavilion

|                           |                    |
|---------------------------|--------------------|
| Hochstetler Milling       | \$14,000           |
| Labor                     | \$10,000           |
| Standing Seam roof        | \$5,870            |
| Concrete slab and footers | \$9,000            |
| Excavation                | \$4,000            |
| Painting/staining         | \$975              |
| <b>TOTAL</b>              | <b>\$43,845.00</b> |

## Park Committee/Fall Festival

### Pavilion

- Location
- Flagpole – the SRV bike path committee (Steve Latkovic 552-7018) has purchased for \$555 a 25ft, 3" base to 2" top flagpole, similar to what the Solon VFW gave to SRV. 564-5599.
- The SRV bike path committee has \$3,800 to spend. I suggested picnic tables, fireplace, cooking grills, etc. as possible ideas for their funds.

The SRV 8<sup>th</sup> annual Fall Festival on Sunday, October 6, 1-5 in the SRV Park

|           |  |
|-----------|--|
| 1:00 p.m. | Fall Festival begins   |
| 2:00      | National Anthem, raising of the flag by the Chagrin VFW, Chief Brosius |
| 2:10      | Introduction of special guests   |
| 2:20      | Cutting of the birthday cake   |
| 3:00      | Dedication of the Ohio Historical Society Inter Urban Marker           |
| 4:00      | Dedication of the North Woods Trail                                    |
| 5:00      | Fall Festival ends   |

- Budget for the Fall Festival Danielle Romanowski \$6,700
- Budget for Land/Improvements Danielle Romanowski \$7,400
- Volunteers to be requested in the newsletter
- Post schedule of events and times Lee Schiemann
- Additional tents Lee Schiemann

|   |                        |                    |
|---|------------------------|--------------------|
| • Hayrides, tents, straw, generators            | Ted Kruse              |                    |
| • Bouncy houses                                 | Martha Bistriz         | \$924              |
| • PA system                                     | Greg Pike              |                    |
| • Dedication of OHS marker, Inter Urban Society | Lee Schiemann          |                    |
| • 90 <sup>th</sup> birthday celebration         | Bill Koons             |                    |
| • Food  | Police Department      | \$1,300 Sam's Club |
| • Sign over Bell                                | Darrell Johnson        |                    |
| • Port-a-Potties                                | Darrell Johnson        | \$160 ARIS         |
| • Tables and Chairs                             | Darrell Johnson        | \$186 CCM Rental   |
| • Grills  | Darrell Johnson        |                    |
| • Lolly the Trolley                             | Bill Koons             | \$860 216-771-4484 |
| • Gurney parking lot                            | Bill Koons             |                    |
| • Life Flight                                   | Chuck Huddleston       | 440-773-8396       |
| • Fire Extinguisher and Fire Trailer            | Jim Alunni             | 247-8281           |
| • Euclid Beach Rocket Car                       | Ron Heitman            | 216-382-1616       |
| • Displays                                      |                        |                    |
| 1. Farmers' Market vendors                      | Bill Koons             |                    |
| 2. Valley Enforcement Group                     | Chief Gillenick        | 216-244-4942       |
| 3. Armory Vehicles                              | SFC Hutton             | 330-357-6197       |
| 4. REC  | Mary Beth Wolfe        | 785-4334           |
| 5. WRLC   | Pete McDonald          | 528-4150           |
| 6. Cleveland Metro Parks                        | Martha Bistriz         |                    |
| 7. Geauga Parks                                 | Lee Schiemann          |                    |
| 8. Boy Scouts citizenship merit badge           | Jeff and Paula Suzelis | 247-7576           |
| 9. Inter Urban Society                          | Lee Schiemann          |                    |
| 10. Chagrin Valley Woman's Club                 | Margaret Horner        | 247-7655           |
| 11. Chagrin Alumni Association                  | Tom Mattern            | 338-3081           |
| 12. Bell Road widening                          | Eric Haibach           |                    |
| 13. Cemetery                                    | Ed Pyle                | 338-3384           |
| 14. Kettle Corn and Farmers' Market vendors     | Bill Koons             |                    |

Used car for sale over the Labor Day weekend

Breaking and Entering in the parking lot

REC issue will be on the November 2014 Chagrin Falls ballot.

WRLC volunteer to help with placement of the 30 boundary markers on Thursday, September 12<sup>th</sup>, 9:00 a.m. Cost is \$21 per post for a total cost of \$630.

Lynn Reboul's request to purchase a tree \$425, 3" caliper, 13-16 feet tall, 16" x 8" x 4" marker

Karen Diedrich request to purchase a bench has been given to Melvin Yoder who hopes to have a bench by the end of September similar to the bench at East Washington. He will cut the corners of the new bench.

Cub Scouts will use the park on Sunday, September 22<sup>th</sup> from 1-3.

Linda Mattern and the Cemetery

Our next meetings will be on September 18 and October 2 to plan for the Fall Festival, November 6, and December 4

Properties Meeting 4/16/10

Attendees: MCB, Dave Hoover 4:30K

→ Rental House

60K □ Tenant paying full rent on time? appears to be. 900

5K □ Cost of return? Days

→ 55K ←

□ Physical plant

□ Heating, Vent, Cooling Systems

□ Replacements / repair this year?

□ Parking lot lighting

□ Village Campus? 10K

□ Park? ===

→ □ Village Hall Heating system

• 6K → 1000 + Homecall 2/3 dumpster

• Sunday → 2300 control



Should have avail for next council mtg

□ Police Dept

→ 12 years old system 5-6K repl

→ Don't need to repl.

Service Dept / Bldg Dept

→ 2-3K each all





Properties / Building ~~to~~ Committee Mtg  
7/20/08 8:00 AM

Attendees: MEB, DCF

- ARB Man

- Mills

1 - Service garage roof est.

- Roof leaking

- Before winter

→ 1050

2 - Police Dept chimney

- 3300 low + 4500 -

- 2500 avail.

- Pro carpeting ??

3 - Elevator

- 000

- Bad fugged

- 2116 to fix

4 - Village Hall

- Parking

- 25K to side w/  
wager burner.

5 - Retail House

- Reduction in rent

950 → 750 / painting ?

→ 2 mos or 1 year -

→ MB?

→



**SOUTH RUSSELL VILLAGE COUNCIL**

Properties COMMITTEE

MINUTES OF MEETING HELD 4.7.08 (date)

MEETING CALLED TO ORDER AT: 8:07 am (time)

ATTENDANCE: MB Wolfe, Mark Porter  
Darrell Johnson

TOPICS DISCUSSED: Contractor, Serco, is done +  
gone, howe's will do landscape restoration  
SRV will trench from Village Hall to new pole  
+ Serco will lay wires underground. h/c will lose  
lighting because of loss of poles. Propose 5  
lamp posts from Village Hall to Police Station.  
Building maintenance line item for lighting.  
One week to order/one week for delivery +  
install weather permitting.  
Air ducts cleaned when police dept, add on to their  
quote. Mighty Ducts quote (PD \$415, Bid \$325, Serv \$325)  
called Danielle, Budget would come from Bldg Maint.  
Have used \$6,400, itd - \$13,000 is the annual appropriation.  
Asked Darrell to get Mighty Ducts to quote Village Hall.  
Ratner Pest pressure washed Village Hall w/insecticide

RECOMMENDATIONS: Proceed w/ Village Hall north side  
landscaping included blue holly + juniper (Along AK +  
electrical panel) Begin mounding the planting  
area from Village Hall + Salt Dome + consider A  
or fall or 09 spring planting.

MEETING ADJOURNED AT: 9:00 am

SIGNED BY: Mary Clark (person taking minutes)



## Meeting of the Properties Committee February 7, 1998

**Call to Order:** The meeting was called to order by Mayor Young at 8:00.

**Those Attending:** William Young, Sally Butz-Voss, Gary Brockett, Matt Brett, Joe Franzese, David Hocevar, and Nancy Gallagher.

**Purpose of the Meeting:** The meeting was called to discuss ways to make the Village Hall accessible to disabled persons.

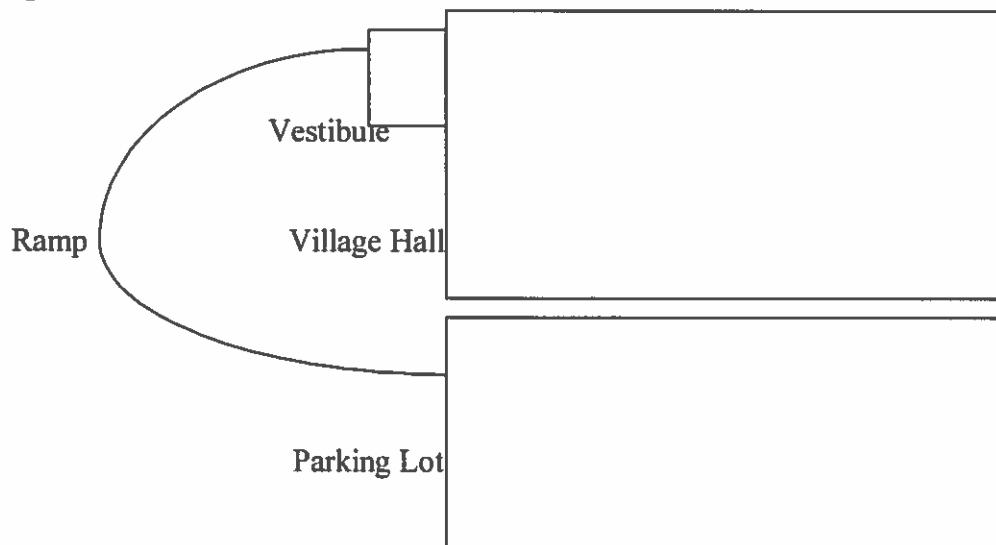
### Notes of Discussion:

1. Access to the building for disabled persons is essential. It is clear that we must follow the "intent of the law" which refers to the ADA. The reasons why include: (a.) We have a Public Building. (b.) There are sufficient funds to do it and (c.) it is the right thing to do.

2. Joe Franzese explained his design idea of building an "Earthen Ramp" in a half circle from the parking lot to the back door entrance to the Village Hall. He explained that there are numerous older barns in the area that have earthen ramps to the upper level and this design would be in keeping with that existing look. An advantage of this design is that it would be better than a wooden ramp and require far less maintenance. The ramp would need to be about 120' long because the slope can not be greater than 1' up for every 12' long and a break, or level area is required every 20'.

Joe also discussed the idea of adding a vestibule on to the Southeast side of the Village Hall. This room would be to accommodate a restroom that would be accessible to disabled persons and could also contain a closet for coats, and a small meeting area, although perhaps not a "seated meeting area". The size of this structure would be about 14' X 14'.

3. The existing chimney would need to be removed and there is a water leak there currently from a faulty flashing. The ramp and structure Joe described to look something like this:





4. A very rough cost estimate would be:

196 sq. ft. vestibule: \$20,000

Earth Ramp: 20,000

\$40,000 but by the time you add an ADA restroom, furnishing and so forth it would be closed to probably \$75,000.

5. Joe thought that we should take this opportunity of exploring options and that we may want to make it larger. He suggested that we consider the next 20-30 years and not just the present. Here is a "Wish List" and a "Needs List" to facilitate discussion:

Wish List

-Interconnecting stair to

Go downstairs

- Larger public meeting area

-

Needs List

- ADA Restroom

- Additional storage in basement

- Closet

- Do not need more offices

7. Even if we don't do this addition we would still have to comply with the law and that would cost about:

Ramp \$20,000

ADA Restroom 10-15,000

\$ 35,000 And we still haven't improved the Building in any way.

8. The Village Hall needs a new roof and that will probably cost about \$7,000-8,500. And by the time we add furnishings and decorations, we are probably looking at a total cost of roughly \$100,000 this year.

9. We tried to discuss the shape and design for a new Council Table, but Joe reminded us that the design of the addition will dictate the shape of the new tables, so we did not go any further with that discussion.

10. Joe Franzese also proposed that we consider building an addition onto the East end of the Village Hall and seat Council and other groups holding meetings there to give more space to the Village Hall. We discussed the pros and cons of doing this with no conclusion reached.

11. Other issues that we discussed included:

(a.) The need for 5 windows at the Building Department and 2 glass block windows at the Police Department for security reasons. The estimated cost of this would be about \$5000.

(b.) The need to replace the flat roof on the Service Department at an estimated cost of \$3000.

There being no other business to discuss the meeting was adjourned at 9:30 am.





**Report on Council Feedback  
Regarding Village Hall Renovations  
March, 1998**

With 5 of 6 Council Members replying, here is a brief report on their opinions and views:

1. A ramp to provide wheel chair access to the Village Hall.  
Yes- 4  
No - 1  
Comments: One person voting "no" would rather see an "elevator arrangement".
  
2. A new table for meetings, large enough to seat everyone and skirted in the front.  
Yes- 5  
No- 0  
Comments: Depending on cost. Something good enough to still be in use in 100 years. Nothing ostentatious.
  
3. Removal of the old chimney protrusion into the Village Hall.  
Yes- 4  
No- 0, Abstain- 1  
Comments: Needs to be discussed. Depending on cost. I want to be convinced that there is absolutely no use that chimney will ever have to us in the future. The building is designed to be authentic to the period and the chimney is essential to achieving the overall aesthetic appeal.
  
4. Would you like to see an addition to the rear of the Village Hall to provide a wheel chair accessible rest room, coat rack area, and a small meeting area?  
Yes- 2  
No- 2 Abstain- 1  
Comments: A must to meet ADA requirements. I don't think it is needed at all. Do we need a wheelchair accessible rest room?
  
5. Would you like to see more comfortable chairs for our residents and guests?  
Yes- 4  
No- 1  
Comments: Not our highest priority due to small attendance. It is time to improve the seating for our residents and guests.
  
6. Would you like to see an addition added to the Village Hall to make it larger, perhaps large enough to accommodate Association Annual Meetings?  
Yes- 1  
No- 3 Abstain- 1  
Comments: Needs to be discussed. No real need. Not proper use of our money.

7. Do we need any more office space or storage area?

Yes- 1

No - 3 Abstain- 1

Comments: I do not believe we need any additional office space. Needs to be discussed.

8. Would you be in favor of paving new sections of the Village Hall Parking Lot to keep employees and guests out of the mud in bad weather?

Yes- 4

No- 1

Comments: Pave the whole parking lot. The mud is quite bad much of the year but I am not sure that this may not just be a problem of maintenance of the surface. It's time we formulate a plan and at least start to move ahead.

9. Any other addition you would make?

- A case which would show off and protect some of our antiques and pictures as well utilize the pieces of stained glass from the original windows in the building when it was a church.

- New paint, and paper.

- I would like us to take into account all needs/desires for council chambers , i.e., Presentation/ Interactive requirements.

## **Village Hall Renovation Committee Minutes of March 28, 1998 Meeting**

**Members Present:** Sally Butz-Voss, Mayor Young, Matt Brett, Gary Brockett, Nancy Gallagher, and David Hocevar.

The meeting was called to order at 8:00 AM by Gary L. Brockett.

1. **Minutes** of the last meeting were reviewed briefly including (a.) Accessibility provided by an earthen ramp (b.) A wheel chair accessible rest room (c.) removal of the chimney (d.) an addition to the existing Village Hall (e.) the need for a new roof and carpet in the Village Hall (f.) new table and chairs for meetings and (g.) paving of the parking lot.

2. **Accessibility:** We discussed the question of, "Do we need to provide access, or is providing 'services' enough under the Americans With Disabilities Act (ADA)?" Title II of the ADA seems to apply here and some members felt that accessibility was required and others were not sure. David Hocevar shared that he had recently attended a meeting on the subject and was pretty certain that accessibility was required. We discussed the need for a legal opinion and we discussed if it was "just the right thing to do". Our conclusion was that Mayor Young would write a letter to the U.S. Department of Justice and ask for technical assistance, which they provide, to States and local government.

We also debated the need for a wheel chair accessible rest room, which would need to have a 60-inch turning radius. Again, we were not certain what was needed, but the technical assistance we are seeking should clarify this issue also.

The earthen ramp presented at our prior meeting met with a split decision. A "Platform Lift" may look better and cost less, so David Hocevar agreed to look into this subject and obtain some quotes and other information for our next meeting.

3. **Table, Chairs, Carpet, Drapes, and Wallpaper:** We observed that the existing carpet in the Village Hall is very old and starting to tear and hence needs to be replaced. Likewise, the drapes may need to be replaced, as well- Linda Mighdoll may be willing to help us with drapes.

The wallpaper in the Hallway and all the offices is old as well and needs some attention. We discussed removing the wallpaper and painting the walls a color that will match the surrounding area.

Nancy Gallagher and Darrel Johnson have already taken some pictures of other tables and chairs in the area, and will continue to explore the many options and come back to the Committee with alternatives within the next month, or as soon as is feasible.

The dimension and design of the table will be a challenge to (a.) seat everyone around the table and (b.) allow everyone to see each other. We discussed how many chairs for guests would be needed and David said he would check the Code and report back to us, but thought the number would probably be quite high- perhaps 50 people. Since we rarely have more than a half dozen people attending our public meetings, maybe we need only 20 chairs. Nancy and Darrel will report back to the Committee regarding this topic also. Everyone felt that the chairs should be padded and, if



possible, have arms so that they are comfortable to sit in.

4. **Chimney Removal and Roof Replacement:** Most people felt that the existing chimney, which was added in 1976 when the Hall was moved and hence lacking in historical value, should be removed. If we remove the chimney portion in the Hall, the top portion will have to be removed also because there will be nothing left to support it. The cost is estimated to be roughly \$2000. We discussed the need and cost of adding an artificial chimney on top, but there was not a lot of support to do that, since it is not a part of the original building.  
If we remove the chimney, it makes sense to replace the roof at the same time so that it will match. The existing roof is 22 years old. David will have someone inspect it again and give us a "cost estimate" to replace it, but felt it would cost about \$15,000.
5. **Addition to the Village Hall:** There wasn't much support to do this unless we need to add a wheel chair accessible rest room, then it might make sense. It was agreed to defer further discussion on this topic until we receive technical assistance from the Justice Department.
6. **Paving the Parking Lot:** The majority of Council is in favor of paving the parking lot. We discussed what portion(s) to do and what the future design and size of the Parking Lot should be. It was felt that the parking and traffic flow needs of the Village today and 10-20 years from now might not be well served by the present design and size. We also discussed the problem of drainage if the area is paved, and concern regarding heavy trucks and dumpsters which use or are placed on the parking lot. If salt and drainage do become a problem, then it will eventually flow into one of the lakes in the community and hence the environmental impact should be considered. It was argued that this is already an existing condition, but perhaps to a less extent. We debated further that we could control the environmental impact, to some extent, by limiting the amount of salt that we allow to be spread on the parking lot. The safety issue of 20-25 people each day going into and out of the Building Department added to the need for paving the parking lot. In conclusion, we need a Plan before we can proceed, so Gary Brockett, Kathy O'Donnell and Darrel Johnson will work with Tom Gwyder of CT Consultants to develop a Plan. CT Consultants may provide free engineering service for this project.
7. **Display Case for Antiques:** We asked what antiques do we have? We found a wooden voting box and other items were discussed including stained glass windows. We identified several areas for the display and asked how much space would be needed. We agreed to assign this task to Roger Mills- providing that he is willing to do it.
8. **Budget:** Last, but not least, is how much of a budget do we have to do this? It is too early to determine (a.) exactly what needs to be done (b.) how much each item will cost and (c.) the time table for doing each item. Some items could be done this year and other items deferred to next year. The meeting ended at 9:30 AM.



**Meeting of the Properties Committee  
February 7, 1998**

**Call to Order:** The meeting was called to order by Mayor Young at 8:00.

**Those Attending:** William Young, Sally Butz-Voss, Gary Brockett, Matt Brett,  
Joe Franzese, David Hocesvar, and Nancy Gallagher.

**Purpose of the Meeting:** The meeting was called to discuss ways to make the Village Hall accessible to disabled persons.

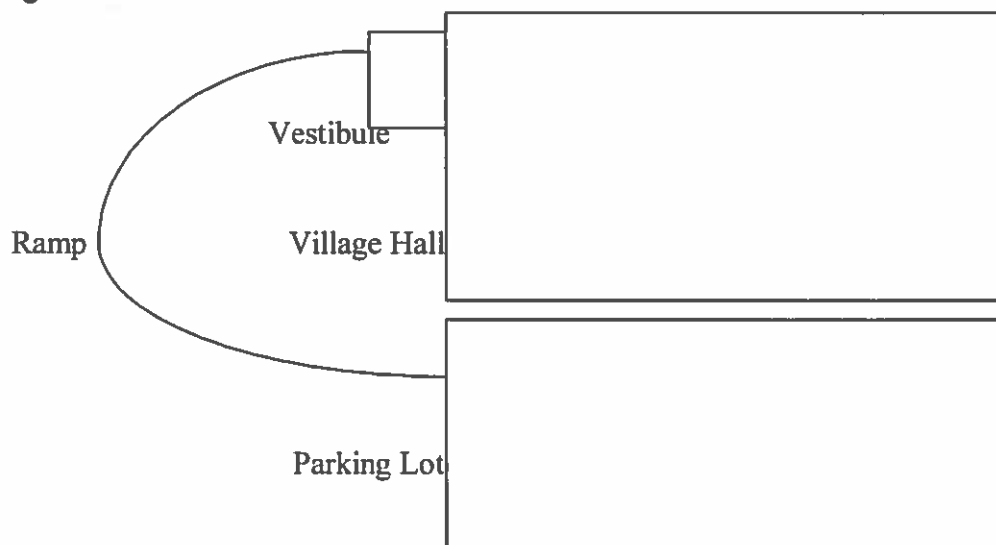
**Notes of Discussion:**

1. Access to the building for disabled persons is essential. It is clear that we must follow the "intent of the law" which refers to the ADA. The reasons why include: (a.) We have a Public Building. (b.) There are sufficient funds to do it and (c.) it is the right thing to do.

2. Joe Franzese explained his design idea of building an "Earthen Ramp" in a half circle from the parking lot to the back door entrance to the Village Hall. He explained that there are numerous older barns in the area that have earthen ramps to the upper level and this design would be in keeping with that existing look. An advantage of this design is that it would be better than a wooden ramp and require far less maintenance. The ramp would need to be about 120' long because the slope can not be greater than 1' up for every 12' long and a break, or level area is required every 20'.

Joe also discussed the idea of adding a vestibule on to the Southeast side of the Village Hall. This room would be to accommodate a restroom that would be accessible to disabled persons and could also contain a closet for coats, and a small meeting area, although perhaps not a "seated meeting area". The size of this structure would be about 14' X 14'.

3. The existing chimney would need to be removed and there is a water leak there currently from a faulty flashing. The ramp and structure Joe described to look something like this:







4. A very rough cost estimate would be:

196 sq. ft. vestibule: \$20,000

Earth Ramp: 20,000

\$40,000 but by the time you add an ADA restroom, furnishing and so forth it would be closed to probably \$75,000.

5. Joe thought that we should take this opportunity of exploring options and that we may want to make it larger. He suggested that we consider the next 20-30 years and not just the present. Here is a "Wish List" and a "Needs List" to facilitate discussion:

Wish List

-Interconnecting stair to

Go downstairs

- Larger public meeting area

-

Needs List

- ADA Restroom

- Additional storage in basement

- Closet

- Do not need more offices

7. Even if we don't do this addition we would still have to comply with the law and that would cost about:

Ramp \$20,000

ADA Restroom 10-15,000

\$ 35,000 And we still haven't improved the Building in any way.

8. The Village Hall needs a new roof and that will probably cost about \$7,000-8,500. And by the time we add furnishings and decorations, we are probably looking at a total cost of roughly \$100,000 this year.

9. We tried to discuss the shape and design for a new Council Table, but Joe reminded us that the design of the addition will dictate the shape of the new tables, so we did not go any further with that discussion.

10. Joe Franzese also proposed that we consider building an addition onto the East end of the Village Hall and seat Council and other groups holding meetings there to give more space to the Village Hall. We discussed the pros and cons of doing this with no conclusion reached.

11. Other issues that we discussed included:

(a.) The need for 5 windows at the Building Department and 2 glass block windows at the Police Department for security reasons. The estimated cost of this would be about \$5000.

(b.) The need to replace the flat roof on the Service Department at an estimated cost of \$3000.

There being no other business to discuss the meeting was adjourned at 9:30 am.

cc: Mayor  
Betty - Vals  
Brett  
Betsy Conn. Haccava  
ABR Chairman Ferguson



## **Village Hall Renovation Committee Minutes of May 9, 1998 Meeting**

**Members Present:** Matt Brett, Nancy Gallagher, Roger Mills and Gary Brockett.

The meeting was called to order at 8:00 A.M. by Gary Brockett.

1. **Minutes** of the last meeting were reviewed briefly including (a.) Accessibility (b.) Table, chairs, new carpet and drapes (c.) Chimney removal and roof replacement (d.) Paving of the parking lot (e.) Display Case for antiques and (f.) the budget.
2. **Roof Replacement:** We discussed a bid for replacement of the Village Hall roof. The bid was \$3,500 which was less than we expected. David Hocesvar had reported before the meeting that he knew the person who would be installing the new roof and recommended him.
3. **Chimney Removal:** We reviewed the Estimate for Chimney Removal submitted by Ray Arnold. The bid was between \$3,000 - \$4,000 depending on what difficulties are encountered during the work. This would include repair of roof shingles and repair of joists. This does not include the repair of interior trim, or dry wall repair which may add \$1,000 to this amount. A window will have to be added to maintain symmetry in the room.
4. **New Carpet for the Village Hall:** Matt Brett discussed estimates he had gotten that ranged from \$1309. to \$2345. to replace the area that is now carpeted. The Committee agreed that since the Hall is a public building with quite a bit of traffic, we should get a very good carpet that would last for many years- probably something with a good pad in the \$18.50 per square yard range. Such a carpet would cost about \$2100. Since the existing carpet is 22-years old, the committee agreed to proceed with its replacement.
5. **Painting the Exterior of the Village Hall:** The Committee walked around the Hall and all agreed that it needed to be re-painted before the public gathering in August, 1998. Nancy checked the records and found that it was last painted 4-years ago at a cost of \$1400.
6. **Lift Estimate:** David Hocesvar estimated that an A.D. A. lift would cost about \$25,000. This does not include (a.) a sidewalk to the lift (b.) an electrical line to the lift (c.) the installation of a door to the lower level and (d.) Minor renovations to the basement to accommodate handicapped persons. The total cost could easily be about \$40,000. The Committee agreed to delay making any recommendation until we receive a reply from the Justice Department concerning if this action is required by law.
7. **Discussion of Table and Chairs:** Nancy Gallagher reported that she had contacted some people who might be able to build a Table for the Village and hope to have a

cost estimate within the next month. We discussed chairs, but deferred any decision until we have some idea regarding the style and shape of the table.

8. **Wallpaper Analysis:** Matt Brett reviewed estimates he received for replacing the existing wallpaper in the Village Hall. The estimates ranged from \$1548. to \$2,739 including installation labor. The Committee would like to proceed with this, but not until we find an interior decorator who can coordinate the colors and textures for us.
9. **The Hiring of an Interior Decorator:** Gary Brockett suggested the hiring of an interior decorator to help coordinate the colors and textures of the materials so that when we are finished we have a pleasant appearance to the Village Hall. He suggested Sharon Kumin and Nancy will try to get one or two other candidates before a decision is made. Often the hourly rate charged by the decorator is made-up for in the lower discount that is possible in buying material.
10. **Display Case for Antiques:** Roger Mills shared his idea of a Display Case that would be located in the northeast corner of the Hall. It would have glass doors and we would install the stained glass frame above the case with lights illuminating up and down to highlight the display case and the stained glass.
11. **Budget:** The Committee agreed to ask Council on May 11, 1998 for approval of the following expenditures for the Village Hall:

|                                 |                  |
|---------------------------------|------------------|
| LIST 1: (a.) Roof replacement   | \$ 3,500.        |
| (b.) Chimney removal and repair | 4,000.           |
| (c.) Addition of a window       | 1,000            |
| (d.) Carpet replacement         | 2,200            |
| (e.) Exterior painting          | <u>2,500</u>     |
| <b>Approximate Total:</b>       | <b>\$13,200.</b> |

**Timeline:**

| May 11                  | June 12        | July 1-               | August 1st       | August 28               |
|-------------------------|----------------|-----------------------|------------------|-------------------------|
| Get Council<br>Approval | Obtain<br>Bids | Start<br>Construction | Complete<br>Work | Public<br>Event at Hall |

At a later date we will be proposing. . .

|  |         |
|--|---------|
| LIST 2: (a.) Move recessed light in chamber. | \$ 50.  |
| (b.) Replace wallpaper                       | 2,500.  |
| (c.) Install A.D.A. approved Lift            | 40,000. |
| (d.) Table and chairs                        | 4,000   |
| (e.) Other                                   |         |

Respectfully submitted,

Gary L. Brockett

# PROPERTIES MINUTES 1/13/00

Meeting attended by Brett, Young, Hocesvar, Butz-Voss & Franzese

Held at 7 pm. Plans for elevator and addition were discussed.

Plan to proceed as quickly as possible..

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## Properties Committee Meeting Minutes

Feb 7<sup>th</sup>, 2002 6:30 pm

Present: Cemetery Committee: Sally Butz-Voss, Matt Brett

- I. General discussion of overview of 2001 and 2002
- II. General discussion priorities for the year.
  - a. Village campus parking lot
    - i. Have CT provide additional information
    - ii. Present to Council ideas for design
    - iii. Have design, engineering done during 2002
    - iv. Look to start physical work in 2003.
  - b. Bell & 306 corner lot.
    - i. Have Darrell obtain 3 quotes for a 20' blue spruce
      1. Ready to go in the spring if all conditions are good, if not ready for the fall.
    - ii. Have Darrell obtain information pertaining to setting up an electrical meter and service at the corner.
    - iii. Have Darrell address Police Chief regarding question of safety issue pertaining to existing fence and potential of moving the fence back.
  - c. General Discussion regarding Property Acquisition.
    - i. Council directed properties to keep them informed regarding potential properties in the Village for acquisition.
    - ii. Matt will create a spreadsheet of any logical potential properties for Council to consider.
    - iii. Discussion pertaining to information gathering techniques used by other municipalities, which SRV may want to implement in the future.

Meeting adjourned at 7:55 pm.

Matt Brett





## 12/4/99 PROPERTIES AGENDA

**8:30 a.m. update and progress report from Joe Franzese regarding Village Hall being brought up to ADA requirements.**

**After Mr. Franzese's report discussion on next step to reach Our goal.**

Agreed to authorize Joe to do windows for Police Dept.



**Property's Committee  
Agenda**

**November 6<sup>th</sup>, 8:30**

Nov. 8  
Nov 22  
~~Nov 29~~  
DEC. 13 (6)

DEC. 20

November 29 8AM  
8:30AM

Dec. 4 - 8:30 AM

**I. Elevator & ADA requirement**

(Where are we to date, Budget, time table, who needs to do what)

**II. Parking Lot**

(How, When, How Much,)

**III. Council Chamber Tables & Display Cabinet**

(Existing cost estimates, time line, who needs to do what)

**IV. Other Issues**

*Planning Board*  
*18*

**Adjournment**

99 Budget - \$ 50,000 or 45,000  
Lift & BATHROOMS

2000 Budget - \$ 18,000 table. Council chamber -

TABLE \$ 18,000 =>

Bentleyville - TAKE  
Orange. ->

ADA - 40,000  
Chairs/Furniture 20,000  
Display case - 3,000  
Services - \$ 22,000  
Building  
Parker  
Police Dept - 3,000  
Wanda

Property's Condition

Asada

November 6<sup>th</sup>, 2019

I. Location of the property

The property is located at [illegible address]

II. Description of the property

[illegible description]

III. Current condition of the property

[illegible condition]

IV. Other notes

Additional

[illegible handwritten notes]

[illegible handwritten notes]

[illegible handwritten notes]



[illegible handwritten notes]

<sup>ies</sup>  
**Property Committee**  
**Agenda**  
**November 6<sup>th</sup>, 8:30 a.m.**

**I. Elevator & ADA requirement**  
 (Where are we to date, Budget, time table, who needs to do what)

*need timeline*

**II. Parking Lot**  
 (How, When, How Much,)

*mass of water - drainage - design - need comprehensive plan*

**III. Council Chamber Tables & Display Cabinet**  
 (Existing cost estimates, time line, who needs to do what)

*4/99 - \$18,550. hardwood/walnut*

*Col mtgs:*

*Dec. 6<sup>th</sup>  
20<sup>th</sup>*

**IV. Other Issues**

*Tables timeline  
11/25 quote*

*Monday Nov. 29 - 8:30 a.m.*

**Adjournment**

*Sub. Dec. 4 - work session 8:30 a.m.*

*Gift Timeline*

*drawings to Col 12/1  
 publication of bids 1/1  
 accepting bids 2/1  
 start contracts 3/1  
 complete 7/1*

*final plan agreed upon*

*total budget \$45,000 - architect fees 8-10% total construction cost*

*Display Cabinet*



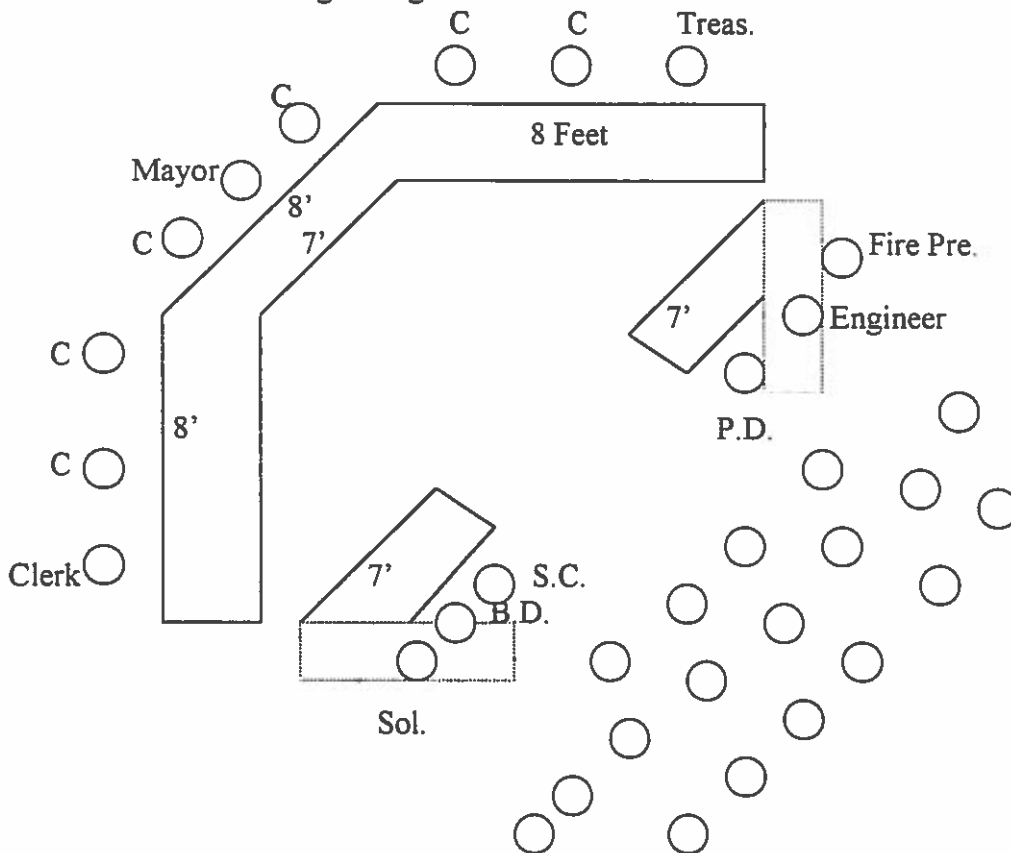
**Meeting of the Properties Committee**  
March 20, 1999

**Members Present:** Butz-Voss, Brett, Brockett, Johnson, and Young.

Chairperson Butz-Voss called the meeting to order at 10:00 A.M. and stated that the purpose of the meeting was to discuss (1.) new table and chairs for Council Chambers (2.) a lift or elevator for the Village Hall to become ADA compliant (3.) proposed paving of the Village Hall parking lot (4.) Display Cabinet for antiques.  
Discussion was as follows:

**1.) New Table and chairs for Council Chambers**

A number of formats and arrangements were discussed and the members finally decided on the following arrangement- -



This arrangement provides seating for 20 people and we could accommodate many more by using folding chairs in the back and along the sides.  
The tables should be like those in Orange Village (sort of like a light oak).  
New chairs for the audience should be selected and should be padded like the ones in Chagrin Falls.  
We need to get at least two bids—one possible person is the craftsman who did the work at "Red Maple".  
The material should be oak or maple and have the finish similar to Orange Village.





**2.) Lift or Elevator**

Members discussed several options including the elevator that Council voted to get bids on in December, 1998 as well as a simpler lift. The members agreed that all options should be explored, but a time limit should be used so that the Village comes into compliance with the ADA as soon as possible. Hence, it was decided that all options need to be researched and on the table for consideration by April 30, 1999. At that time the Properties Committee will meet again and decide which option is best.

The bathroom downstairs will also need to be upgraded to be in compliance with the ADA and we will need quotes for this as well.

**3.) Paving the Village Parking Lot**

There appears to be a consensus in favor of paving the parking lot. However, There are a number of issues that we need to keep in mind including:

- a.) We need to start with a comprehensive Plan.
- B.) The work should probably be done in stages to minimize the economic impact of doing it at one time.
- C.) We need to get bids.
- D.) We need to decide if some portions should be concrete as opposed to asphalt to accommodate such activities as "Trash Day".
- E.) We must consider and deal with any drainage problem that paving may cause.

**4.) Display Cabinet for Antiques**

The members discussed the option of placing the display cabinet in the existing doorway at the top of the entrance stairs. It was felt that this was a central location where everyone would see the items and it wouldn't reduce the space in the Council Chambers. We need to discuss this further and develop a plan and get some bids.

The meeting ended at 11:30 A.M.

cc: Mayor  
Council  
Treasurer  
Bldg Comm.  
Street Comm.



# Village Hall Renovation

March 28, 1998  
8:00 AM to 9:20 AM  
Village Hall

*Business  
Cards*

Meeting called by: Gary Brockett      Facilitator:  
Type of meeting: Open Discussion      Note taker: G. Brockett

*Sally  
Home Phone*

*Matt Britt  
Home Phone*

## Agenda

*Messages 749-9056*

- |  |              |
|--|--------------|
| 1. Introduction and Review               | 8:00-8:05 AM |
| 2. Discussion of Access                  | 8:05-8:15 AM |
| 3. Discussion of New Table/Chairs        | 8:15-8:25 AM |
| 4. Removal of the old chimney <i>1st</i> | 8:25-8:35 AM |
| 5. Addition to the Village Hall          | 8:35-8:45 AM |
| 6. Partial paving of Parking Lot         | 8:45-9:55 AM |
| 7. A Display Case for Antiques           | 9:55-9:00 AM |
| 8. Budget Considerations                 | 9:00-9:05 AM |

## Additional Information

*Call 1-800-514-0301*

*ADA Info Line*

*for address  
who address letters to  
D. Oakrey - write*

*VH interior  
style  
cost*

*tables - dimensions  
movable  
how many  
configuration  
design / cost*

*Nancy  
&  
Darrell  
be able to see each other*

*padded  
folding  
arms*

*ask FPO  
capacity  
of ally*



# Village Hall Renovation

April 25, 1998  
8:00 AM to 8:45 AM  
Village Hall

Meeting called by: Gary Brockett      Facilitator: Gary Brockett  
Type of meeting: Open Discussion      Note taker: G. Brockett

Attendees:

## Agenda

- |                                   |                   |              |
|-----------------------------------|-------------------|--------------|
| 1. Introduction and Review        | Gary Brockett     | 8:00-8:05 AM |
| 2. Discussion of Access           | Mayor Young       | 8:05-8:10 AM |
| 3. Discussion Regarding a "Lift"  | David Hocevar     | 8:10-8:20 AM |
| 4. Discussion of New Table/Chairs | Gallagher/Johnson | 8:20-8:30 AM |
| 5. Carpet, Drapes, and Wallpaper  |                   | 8:30-8:40 AM |
| 6. Removal of the old chimney     | David Hocevar     | 8:40-8:45 AM |
| 7. Partial paving of Parking Lot  | Gary Brockett     | 8:45-8:50 AM |
| 8. A Display Case for Antiques    | Roger Mills       | 8:50-8:55 AM |
| 9. Budget Considerations          | Gary Brockett     | 8:55-9:00 AM |

## Additional Information



## **Village Hall Renovation Committee Minutes of April 25, 1998 Meeting**

**Members Present** Matt Brett, Gary Brockett, and Nancy Gallagher.

The meeting was called to order at 8:00 AM by Gary L. Brockett.

1. **Minutes** of the last meeting were reviewed briefly including (a.) Accessibility – is it required or not. (b.) A wheel chair accessible rest room (c.) removal of the chimney (d.) a new roof for the existing Village Hall (e.) the need for a new carpet in the Village Hall (f.) new table and chairs for meetings and (g.) paving of the parking lot.
2. **Accessibility:** We discussed the question of, “Do we need to provide access, or is providing ‘services’ enough under the Americans With Disabilities Act (ADA)?” We discussed the need for a legal opinion and we discussed if it was “just the right thing to do”. Gary Brockett will check with Mayor Young to confirm that a letter has been written to the U.S. Department of Justice asking for technical assistance, which they provide, to States and local government.  
We also debated the need for a wheel chair accessible rest room, which would need to have a 60-inch turning radius. Again, we were not certain what was needed, but the technical assistance we are seeking should clarify this issue also.  
David Hocevar has looked into a “lift” that may be used instead of an earthen ramp, but was not present, so Gary Brockett will follow-up with him this week.
3. **Table, Chairs, Carpet, Drapes, and Wallpaper:** We observed that the existing carpet in the Village Hall is very old and starting to tear and hence needs to be replaced. Likewise, the drapes and wallpaper may need to be replaced as well.  
We discussed the need for an interior decorator to help us coordinate everything. Nancy Gallagher said she would interview three candidates and make a recommendation to the Committee.  
The dimension and design of the table will be a challenge to (a.) seat everyone around the table and (b.) allow everyone to see each other. We discussed how many chairs for guests. Since we rarely have more than a half dozen people attending our public meetings, maybe we need only 20 chairs. Nancy and Darrel will report back to the Committee regarding this topic also. Everyone felt that the chairs should be padded and, if possible, have arms so that they are comfortable to sit in.
4. **Chimney Removal and Roof Replacement:** Most people felt that the existing chimney, which was added in 1976 when the Hall was moved and hence lacking in historical value, should be removed. If we remove the chimney portion in the Hall, the top portion will have to be removed also because there will be nothing left to support it. The cost is estimated to be roughly \$2000.  
If we remove the chimney, it makes sense to replace the roof at the same time so that it will match. The existing roof is 22 years old. David Hocevar will have someone inspect it again and give us a “cost estimate” to replace it, but felt it would cost about \$15,000.

5. **Paving the Parking Lot:** The majority of Council is in favor of paving the parking lot. We discussed what portion(s) to do and what the future design and size of the Parking Lot should be. It was felt that the parking and traffic flow needs of the Village today and 10-20 years from now might not be well served by the present design and size. Gary L. Brockett will talk to C.T. Consultants regarding the design and report back to the Committee.
6. **Display Case for Antiques:** We need input from Roger Mills regarding what items to display and where to locate the display case. We agreed to assign this task to Roger Mills- providing that he is willing to do it.
7. **Budget:** The following is a rough estimate of needed improvements to the Village Hall:

|                                |                         |
|--------------------------------|-------------------------|
| - A "Lift"                     | \$ 25,000               |
| - A new Roof                   | <del>15,000</del> 5,000 |
| - Table and Chairs             | 5,000                   |
| - Carpet, Drapes and Wallpaper | 6,000                   |
| - Removal of Chimney           | 2,000                   |
| - Adding a window              | 1,000                   |
| - Paving part of Parking Lot   | <u>10,000</u>           |
| TOTAL                          | \$64,000                |

Our conclusion is that part of this renovation project may have to be spread over two years in order to maintain a responsible budget. We will discuss this more.

Next Meeting will be <sup>May</sup> April 9, 1998 at ~~8:30~~ A.M.



**Properties Committee Meeting  
Record of Proceedings of Meeting April 3, 1999**

**Members Present:** Butz-Voss, Brett, Brockett, McIlrath, Mills, O'Donnell, Mayor Young, and David Hocevar.

**1. New Table and Chairs for Council Chambers**

Members present agreed that the proposed configuration was satisfactory, but most felt that it should be "moveable". The width of the table was discussed and it was decided that it should be wider than the proposed 24", maybe 28-30".

-Someone should look into the Giles Foundation (Jim Mattern) or some other charitable foundation as a source of revenue to cover the costs of this project. We discussed the idea of exploring a "Charitable Foundation" being established to benefit the Village of South Russell. Roger Mills will pursue this subject through the Finance Committee.

-We need to get quotes and identify who can make the tables. This will involve:

a.) We need to make a blueprint.

B.) Decide on veneer or solid wood. We will need to look at some samples.

C.) The following members of the Committee agreed to view Council Chamber

Tables and take pictures and report back to the Committee as follows:

G. Brockett- Orange Village and Chagrin Falls

S. Butz-Voss – Bainbridge and Russell.

W. Young – Pepper Pike

**2. Lift or Elevator for the Village Hall**

Roger Mills reported talking to Gable Elevator & Lift Co. regarding the cost of a "chair lift" devise. He reported that the cost was much less- perhaps \$3,000 – 4,000. They make a lift that will attach to a wheel chair. We could have to put a ramp along side our steps however and the cost of a ramp may be quite high as the pitch can only be a 1" rise per foot of length.

-We'll look into options during April and try to firm-up a price and a plan by April 30, 1999.

**3. Paving of the Village Parking Lot**

The Committee discussed the reasons why the parking lot should be paved including: for the convenience of the employees; for visitors to keep them out of mud and ice; to help cars and equipment last longer; for the convenience of voters during voting periods; and general safety for all visitors.

- We decided that a "comprehensive plan" is needed in order to proceed. All agreed that a "tar and chip" option should be considered at least in part to (a.) reduce costs and (b.) help establish a good base for the future.

Drainage was discussed and this needs to be taken into consideration when the plan is developed.

-It was agreed that the project should be done in stages to minimize the impact on the annual "Roads Budget" although it was discussed that funds could come from another

budget as well, such as the "Capital Improvements" budget. It was also generally agreed that the most critical area was up by the Garage and the Building Department. Members thought that it may be possible to do this portion in 1999.

4. **Display Cabinet for Antiques**

The location in the doorway at the top of the entrance steps was agreed upon by members of the Committee.

–Outten did the first proposal and we may want to approach him regarding this updated proposal.

Respectfully submitted,

Gary L. Brockett

**Next Meeting: April 17<sup>th</sup> at 10:00 A.M. at Village Hall.**

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## MEETINGS SCHEDULED

**The Properties Committee will meet this Saturday April 3, 1999  
at 8:30 a.m. in the Village Hall  
to discuss Village Hall renovations.**

**The Public Utilities Committee will meet following  
the Properties Committee Meeting this Saturday April 3, 1999  
at approximately 9:30 a.m. in the Village Hall  
to discuss sanitary sewer and septic system issues.**

*cc: Chagrin Valley Times  
News Herald  
West Geauga Sun*



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## MEETINGS SCHEDULED

**The South Russell Village Council will meet this Saturday April 17, 1999  
at 9:00 a.m. in the Village Hall to review the Goals for 1999-2004  
as discussed at Council's Retreat in February.**

**The Properties Committee will meet at 10:00 a.m.  
this Saturday April 17, 1999 in the Village Hall  
to discuss Village Hall renovations.**

*cc: Chapin Valley Times  
News Herald  
West George Sun*

