



Administrative Assistant &lt;adminassist@southrussell.com&gt;

**Fwd: Properties mtg, 12/7/23**

1 message

**Ruth Cavanagh** <ruthcavanagh10@gmail.com>

Thu, Dec 7, 2023 at 5:51 PM

To: "streets@southrussell.com" &lt;streets@southrussell.com&gt;, rcavanagh@southrussell.com, gcanton@southrussell.com, William Koons &lt;mayor@southrussell.com&gt;, fiscalofficer@southrussell.com, adminassist@southrussell.com

Please add plans for the SRV Park Bathrooms will go forward. Confirmed that money was budgeted for this. There may be some small increase as budgeted amount was from 2022.

R. Cavanagh

----- Forwarded message -----

From: **Ruth Cavanagh** <ruthcavanagh10@gmail.com>

Date: Thu, Dec 7, 2023, 12:41 PM

Subject: Properties mtg, 12/7/23

To: &lt;ruthcavanagh10@gmail.com&gt;

Regularly scheduled Property meeting on 12/7/23, called to order at 10:03. Attending were Councilmen Cavanagh, Canton & Street Supt. Alder.

Discussion continued about the options at Southeast corner of Bell Rd. & Rt. 306; exploring ideas continues.

Flags are at half-staff today in honor of Pearl Harbor Day.

Alder states drainage piping was completed at SRV Park in early November. This covers the area bordered by parking lot, pavilion & playground. This obviates the need for a swale there.

Discussion regarding residents interested in paths or sidewalks along Bell Rd. West. There was an email asking about putting this on the ballot. Issues related would be

1-Property acquisition/Easements.

2-Pavement type

3-Maintenance; On homeowner or Village? Continue discussion.

Alder mentioned a type of LED holiday lighting, arranged in 'tree' shape, strung from the top of the flagpole, can change colors. Example; blue lights during Hanukkah, green before Christmas. Cost is \$300.

Respectfully submitted,

Ruth Cavanagh



Administrative Assistant &lt;adminassist@southerussell.com&gt;

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**Properties Committee meeting 11/2/23**

1 message

**Ruth Cavanagh** <rcavanagh@southerussell.com>

Thu, Nov 2, 2023 at 12:17 PM

To: Ruth Cavanagh <rcavanagh@southerussell.com>, Gerald Canton <gcanton@southerussell.com>, William Koons <mayor@southerussell.com>, Street Commissioner <streets@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>, Administrative Assistant <adminassist@southerussell.com>

Properties Committee met 11/2/23, called to order at 10am. Attending were Councilmen Canton & Cavanagh, Streets Alder. Mayor is out of town.

Mayor requested Cavanagh to follow up with Bill Miller of Golden Gate Lodge regarding dedication of flag & bench on 11/13/23 @ 9am. Administrative assistant advises unknown date for delivery of Gino's plaques honoring David Toole, who has funded this project. Gino's has confirmed that orders are running behind, doing best they can.

Alder reminded that Councilman Berger asked if proposed salt dome could be smaller, to reduce costs? Alder replied 'No'. Average usage/winter is 1,000 - 1,500 ton, which is what is stored right now, at near capacity. Alder requested Bainbridge assist in storage for SRV, Bainbridge not able. Further, with delivery of Drone mobile, there is a garage/housing conundrum. SRPD willing to house smallest Service Dept. truck, but with plow attachment does not work. That could 'trade' space with Service space for Drone, this is not a workable solution.

Alder is still waiting for Engineer Eric Haibach to complete bid specs on salt dome so it can go out for bids.

Cavanagh questioned reliability of current salt building with wall buckle, Alder stated they have reinforced wall with dirt, but new salt dome is needed soon.

Service Dept roof replacement will not be planned for now, it is 30+ years old.

Canton discussed newly vacant lot on NW corner, his desire to spruce up with a tall clock. Cavanagh asked let's ask the residents for suggestions in the newsletter. Cavanagh wants to see plants & color. Canton said for budget purposes to set aside \$40,000 for corner plans.

Alder states that the 3 trees have been planted for our part of the Manorbrook project.

Meeting adjourned at 10:40am.

Respectfully submitted,

Ruth Cavanagh, Properties chair



Administrative Assistant &lt;adminassist@southerussell.com&gt;

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**Properties Cmte. minutes 10/5/23**

1 message

**Ruth Cavanagh** <rcavanagh@southerussell.com>

Mon, Oct 9, 2023 at 5:24 PM

To: William Koons <mayor@southerussell.com>, Street Commissioner <streets@southerussell.com>, Gerald Canton <gcanton@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>, Administrative Assistant <adminassist@southerussell.com>

Meeting called to order @ 10:05. Attendees Cavanagh, Canton, Koons, Alder and Robby Arnold of CF Cemetery. Arnold spoke at length regarding cremation burials at CF Evergreen Cemetery. Specific questions raised were about possibility of SRV requiring vaults for cremation burials. Arnold advised against this. Further he stated that 99% of cemeteries do not require vaults for Cremation.

CF suggests cremains (which are given to family in a plastic bag) be placed in a hard-surface container, which includes wood, metal, hard plastic, resin, marble. Glass is NOT permitted at CF.

Wood may degrade, this is a consideration. Some people want this, as a Green Burial.

Arnold gave much more info. CF has 3 Columbariums for use by CF residents only. Columbarium burials demand much less of Cemetery employees than do full burials. Cremations are increasing, compared to full burials. CF works Monday - Saturday noon.

Other business:

Final plans for Golden Gate flag project & plaques. Ruth discussed with Bill Miller.

Streets Alder had 3 quotes for roof;

\$26K Hershberger

\$29K Campopiano

\$38K Third Estimate

Further, gutters on the east side of the Street Department building are failing & need attention/replacing.

Discussion about the Pavilion gutters & shades, ok for now.

Park Cmte meets 10/11/23 @ 5:30 to discuss going forward with 2024 Fall festival.

Mayor Koons met with CRWP on 10/5/23 for the annual park walk. He, Cavanagh & Alder are interested in a 'burn'.

Discussion of playground equipment in OTA magazine.

Mayor continuing discussion with owner of 131 Fairview, with 3 lots.

Hope to have some small Park family affair for the April 8, 2024 Total Eclipse.

Respectfully submitted,

Ruth Cavanagh



Danielle Romanowski <fiscalofficer@southerussell.com>

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## Property Committee minutes 9/7/2023

1 message

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**Ruth Cavanagh** <rcavanagh@southerussell.com>

Fri, Sep 8, 2023 at 11:05 PM

To: Gerald Canton <gcanton@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>, William Koons <mayor@southerussell.com>, Bridey Matheney <BMatheney@tddl.com>, Michael Rizzo <policechief@southerussell.com>, Street Commissioner <streets@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>

Regularly scheduled Property Committee meeting called to order 9/7/2023 @ 10:15am.

Present were Mayor Koons, Chief Rizzo, Solicitor Matheney, Streets Supt Alder, Councilmen Canton & Cavanagh, Fiscal Officer Romanowski.

Cemeteries: Solicitor began with discussion of updating cemetery working framework to include Rules & Regulations that encompass both Rarick and Rt. 306 Cemetery. Discussion included Solicitor's work in defining terms inclusive to both of these S. Russell cemeteries. There will no longer be a Cemetery Board, changes will permit Supt. Alder to maintain respectfully, gravestones of the Pioneers with no known descendants, and will include Village decisions about upkeep. Fiscal Officer asked about requiring vaults for cremains, as opposed to closed glass jars, designating who performs burials and updates (bench) at the scattering section. To be moved forward at upcoming Council meeting.

Holtz/Fairweather former property: Supt. Alder stated razing of 1208 Bell Rd. property couldn't have gone better, no problems. Two trees are left, property was cleaned up same day. Sparse comment was volunteered from residents. An anonymous caller asked about a right turn lane, 306N to Bell E., no plans now, Engineer should inquire of ODOT. Tent campers were noted on former 1208 Bell property. They did not ask permission, they were asked to vacate and did so. No camping at S. Russell Park.

Alder discussed flag costs for S. end of Park, covered by Masons. Also discussed Streets coverage of garbage pickup twice, at Park during Labor day weekend

CF Cross Country Middle School @ Park: All went smoothly at Park but Illuminating Co unable to access their driveway, necessary due to power outages from recent storm. To be addressed before next CC Meet.

Park bathroom grant application outcome still unknown, Mayor to check status.

Fall Festival : Signs notifying residents go up this week, banners no longer permitted. Fiscal Officer still needs invoices from Haney Band, Chainsaw Shari. Additionally needs certificate of insurance from Shari. Solicitor stated need for Hold Harmless signed sheets from all Festival workers/Volunteers. Follow up needs done regarding parking at Gurney for shuttle, call to Chris Woofert at school.

New Business: Cavanagh discussed 100th luncheon. 32 attending with 18 not yet RSVP'd. Mayor discussed lots at 139 Fairview Rd. Discussion about necessity for gutters at pavilion. Two Eagle Scout projects may include an Interurban Display, and more detailed map of trails at the Park. Mayor mentioned celebrating upcoming April 8, 2024 solar eclipse?? Mayor suggested we find a way for S. Russell inclusion in WAA or Wreaths Across America this Christmas, honoring late U.S. Veterans. To be added into upcoming newsletter info.

Meeting adjourned at 11:20am.

Respectfully submitted,  
Ruth Cavanagh, Chair



Administrative Assistant <adminassist@southerussell.com>

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## Property meeting minutes 8/3/23

1 message

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Ruth Cavanagh <rcavanagh@southerussell.com>

Mon, Aug 7, 2023 at 12:18 PM

To: Administrative Assistant <adminassist@southerussell.com>, William Koons <mayor@southerussell.com>, Street Commissioner <streets@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>, Michael Rizzo <policechief@southerussell.com>, Gerald Canton <gcanton@southerussell.com>

Called to order at 10am, present were Cavanagh, Canton, Koons, Alder, Romanowski.

Former Holtz home: Alder reported little of use remained in the home. May reuse fire extinguisher signs, exit signs. Trash included sump pump, dental compressors left in basement, miscellaneous outdated computer equipment.

Of note, the well is located in the basement, common in old homes. Descends to 23 ft. depth. Alder had Ayers inspect; proposed plan to save, add extension cap for future use. Needs further testing for potability. Await asbestos results.

Masons Flag proposal: Koons, Alder & Cavanagh to meet with several members of Golden Gate Lodge 8/7/23 @ 4pm to 'walk' plan at S.end of park, flag, bench, plaque, stone walk placement.

Eagle Scouts: Charlie Robinson finishing paperwork. Jack Overman project needs work. Jake Evans just beginning process. Thought tossed out there, possible birding project at Park with knowledgeable bird people.

Cemetery: Decision to postpone any activity in Rarick Cemetery during Centennial. Cavanagh to contact Solicitor and CF cemetery Rob Arnold for decision on Rarick Cemetery rules (vs. Board). Need containment/repair of gravestones first.

Discussion about Wreaths Across America for this year: Koons requests notifying residents they may contribute to this worthy cause in the newsletter.

Business Corridor: Steve Ciceretto, Architect & resident requests possibility of crosswalk. Business people on N side of Washington St near Chagrin Valley Times cross daily at lunchtime to any of 4 restaurants. Poses risks.

S Russell Park: Koons proposes changing Alcohol consumption rules. Common sense, example post-funeral gathering of 60-70 yr olds, unnecessary to pay for police supervision. On park use application, if any extras are checked off, permission granted by

1--Mayor

2--Alder To be proposed.

3--Chief.

Further, make available emergency numbers to rental signers, in case of Trash issues, drunks, etc.

Concerts, Koons suggests Village pairs with Chamber to reduce costs.

Fall Festival prep: All in order for September 17. Park Board deserves compliments. Food, Helicopter, Fire truck, entertainment all updated.

Meeting adjourned 10:49.

Respectfully submitted,

Ruth Cavanagh



Administrative Assistant <adminassist@southerussell.com>

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## 7/6/2023 Property Cmte minutes

1 message

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Ruth Cavanagh <rcavanagh@southerussell.com>

Fri, Jul 7, 2023 at 12:03 PM

To: Gerald Canton <gcanton@southerussell.com>, William Koons <mayor@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>, Administrative Assistant <adminassist@southerussell.com>, Bridey Matheney <BMatheney@tddl.com>

Present: Cavanagh, Canton, Alder, Koons

Meeting called to order 10 am.

Holtz/Village property: Alder gave 3 bids to raze Holtz/Fairweather house and garage.

Buckeye Excavating @ \$24,900.

Ziegler Earthworks @ \$24,875.

Green Vision Materials @ \$25,750.

Alder recommended Buckeye due to including dust control, fill & trucking being most complete bid.

Per Fiscal Officer, liability insurance is covering property through demolition.

Mayor to offer plants to Geauga Farmers Market personnel.

Cavanagh to call Habitat for Humanity to inquire if interested in windows, etc.

Alder, Cont: Eagle Charlie Robinson to dig posts for kiosk Saturday, July 8 @ Rarick Cemetery.

Cemetery oversight: Discussion about Rarick based on Solicitor's research. No Board, amend with Rules & Regs under advisement.

Canton: Laurelbrook Drive @ Bell, difficult sight line. Building Dave Hocevar to intercede with White/Vanelli families for solution to eliminate growth.

Cavanagh: has found solar flag appropriate for Masonic donation. To walk with Masons, plan bench, walkway, site.

Mayor: Need new signs for SRV Park, current ones look shabby. Discuss alcohol permission at Park for reservations. Propose to Park Cmte. at meeting on July 17th for decision, same as Geauga Parks currently.

Mayor & Cavanagh to set agenda for 7/23/23 Centennial. Cavanagh states intent to have potluck with oldest residents & descendants on another date in August, during daylight hours. TBD.

Meeting adjourned 10:50am.

Respectfully submitted,  
Ruth Cavanagh, Chair



Administrative Assistant <adminassist@southerussell.com>

## Fwd: Properties Committee Agenda & Minutes for 6/1/2023

1 message

Danielle Romanowski <fiscalofficer@southerussell.com>  
To: Administrative Assistant <adminassist@southerussell.com>

Fri, Jun 2, 2023 at 7:10 AM

----- Forwarded message -----

From: **Ruth Cavanagh** <rcavanagh@southerussell.com>  
Date: Thu, Jun 1, 2023 at 9:49 PM  
Subject: Re: Properties Committee Agenda & Minutes for 6/1/2023  
To: Gerald Canton <gcanton@southerussell.com>, William Koons <mayor@southerussell.com>, Street Commissioner <streets@southerussell.com>, Danielle Romanowski <fiscalofficer@southerussell.com>

Attendees: Bill Koons, Jerry Canton, Ruth Cavanagh, Tim Alder, Danielle Romanowski  
Called to order at 10am.

--Holtz property transfer (imminent). Insurance coverage under 2 million umbrella coverage for 30 days. TBD what is done with buildings, soon. Council will tour soon.  
--Continued months-long discussion on Masons flagpole offer for south park. Cavanagh stated she had discussed appropriate solar lighting with Bill Miller (Mason) and he stated will need commercial grade pole & light, and that Masons would not object to paying the difference.  
--Cemetery discussion (Rarick) related to Solicitor research regarding amending/adding changes necessary for routine maintenance. Could be cemetery board. Mayor suggested Linda Mattern, Darrell Johnson. Further suggestion by Mayor to meet with CF Rob Arnold, Tim Alder and more for info sharing.  
--Park--Jean Hood wants to buy a bench. Lutheran preschool had pre-K graduation. Alcohol permission at Park may need to be revisited and revised.  
--100th Anniversary SRV. Cavanagh asked that dates be placed on the calendar website. July 23 birthday cake (Ruth) ice cream (Bill) water for beverage. Kids could take bike ride, Alderwood.  
--Additional Discussion--weathervane type addition to pavilion? 7/18 jazz concert can be promoted on WCLV & WKHR. Cowboy asked to bring a food truck on 7/18. 6/16 Park luncheon approximately 60 people who have worked at the park, Bronstein speaker.  
Adjourned 10:50am.  
Respectfully submitted,  
Ruth Cavanagh, Chair

On Wed, May 31, 2023, 8:54 PM Ruth Cavanagh <rcavanagh@southerussell.com> wrote:

--Holtz property agreement  
--Rarick Cemetery possibilities, amendments, Solicitor research  
--Eagle Candidate Charlie Robinson, update, 6/12 mtg.  
--100th update, need dates placed on website calendar !!!!  
Cake, beverages, hosts, etc. Shirts. Need P.O.s for purchases.  
--Decision about cemetery actors & dates, place on website.  
--Commercial flagpole, discussion with Bill Miller (Masons)  
--Request to keep SR Muggleton Park open til 11pm.  
--Update on Fall festival.  
Please add any other pending business.

See you at 10 am Thursday 6/1/23  
Ruth Cavanagh

--  
Danielle Romanowski, CPM, CPFA, MMC, CPIM

Properties Committee Meeting  
May 4, 2023, 10:00 a.m. in Village Hall

Present: Jerry Canton, Ruth Cavanagh, Bill Koons, Tim Alder

Meeting called together at 10:01am.

--Parks meeting to be held 5/16/23 at 7pm. Regarding SRV Park, looks as if dog walkers are now cleaning up after dogs adequately. Was a concern for area between parking lot & playground.

--Continued discussion, months-long, regarding solar light for proposed flag pole & flag off Washington Street area of SRV Park. Example given of Paw Paw resident using solar for flag light.

--100th Anniversary shirt discussion, polo, t-shirt, employees, etc?

--Eagle Scout candidate, Nathan Hill, ready to place trail signs. Need to ascertain areas that may be impacted by CRWP burn, tbd. Project going forward.

--Tim Alder to meet with Eagle Scout candidate Charlie Robinson today at 3pm, Rarick Cemetery. Project continues.

--Discussion regarding finer points/placement of Blossom Time parade details.

Meeting adjourned 10:40 am.

Respectfully submitted,

Ruth M. Cavanagh, Chair Property Committee



**Properties Committee Meeting  
March 2, 2023, 10:00 a.m. Village Hall**

Present: Ruth Cavanagh  
Jerry Canton  
Tim Alder  
Bill Koons

- Meeting called to order at 10:15. Alder discussed option to make Rarick Cemetery look its best for the Centennial by having an extra Weedpro application for \$450. Weeding and fertilizer. Street Department to repair some broken gravestones, then apply Wet & Forget for cleaner.
- Ongoing discussion about the expense of lighting the 4 American flags, particularly with the potential Masonic donation for the south end of park. Discussion regarding a dispensation to keep flags up with no overnight lighting. Cost is \$1,200 per year/per flag. Potential costs of \$5,000/year, \$50,000/10 years ONLY for lighting. Alder to ask First Energy for rate reduction. Mayor to research 'dispensation'/unlit info.
- Southwyck lake to be dredged, discussing with First Energy property adjacent to deposit on that property.
- The park bench and tree in memory of late Councilwoman Sally Butz Voss have been placed at S. Russell Park.
- Park Bathrooms continued discussion. We may apply for the Natureworks grant through CRWP, which remains an open application til June 1st. We are not guaranteed anything. Top amount would be \$16,000, but delay will likely raise costs associated with bathroom purchase. Alder to research numbers for bathroom cost increases for past 2 years. Additionally, Planning Commission stated the bathrooms must have light overnight.
- Alder discussed need for increase in boot budget for his staff, to be more realistic with today's prices. Was \$125, asking for \$200.
- CRWP discussed potential burn to control unwanted growth at Park. Mayor discussed need for residents knowledge beforehand and possibility of observing same at Frohring Park.
- Await upcoming Farmers Market contract for 2023 Saturdays.
- Future discussion of Columbarium purchase potential for the new cemetery, Mayor and Cavanagh to pursue info with assistance of CF Rob Arnold.
- Yard sale up to participants, balloons on mailbox, compliant with HOA rules. April 22.
- CVCC concerts projected dates at Pavilion:
  - June 20
  - July 18.

Respectfully submitted,

Ruth Cavanagh, Chair

**Property Committee Meeting  
January 5, 2023, 2:00 p.m. Village Hall**

Scheduled Property meeting called to order, 2pm., January 5, 2023.

Attending:

Mayor Bill Koons  
Ruth Cavanagh, Council  
Tim Alder, Streets Supt.  
Jerry Canton, Council  
Danielle Romanowski, FO

Proposed new SRV Park Bathrooms: DR informed committee must submit plan for bathrooms to be approved by Planning Commission. Proposed facilities approx. \$70,000, thru Sourcewell. There may be a grant to offset, to be determined. Alder states foundation would be double vault, cleaned out every year. We appear before January Planning Commission, afterward February Public hearing.

SRV Park: Discussion regarding replacing Bill Howell, resignation from Park Board. Several have shown interest. Group wishing to donate flagpole still discussing. They are not interested in solar lighting.

SRV 100th Anniversary Celebration proposals:

1. Review OTA Webinar on Community Days.
2. New, brighter SRV logo--Cavanagh to introduce to CF art teachers/students.
3. Newspaper coverage (local).
4. Blossom Time parade float. To be proposed to CF Jaycees. Need Alder, Kruse help.
5. Tea/Presentation at the Lantern, open to the public, May/June.
6. July, Rarick Cemetery tour. To be coordinated with Cotesworth, Schwind, Eagle Scouts, etc.  
Requires assistance from Supt. Alder.
7. Time capsule--tbd. Cake, ice cream, movie?
8. Concert with 1923/ patriotic music, Wine tasting & brief SRV program. July/August.
9. Fall Festival wrap-up. Vendors, Old time skills (soap, glass blowing, woodwork, etc)
10. SRV 100 year synopsis, Pamphlet/brochure offered. Darrell Johnson's boards available whenever practical.
11. Involve CF school children in short programs.

Meeting adjourned 3:10 pm.

Respectfully submitted,  
Ruth Cavanagh



PROPERTY COMMITTEE  
MINUTES 1/5/23  
Danielle Romanowski <fiscalofficer@southerussell.com>

**Fwd: Minutes/Property 1/5/23**

1 message

**Ruth Cavanagh** <rcavanagh@southerussell.com>

Fri, Jan 6, 2023 at 4:04 PM

To: Danielle Romanowski <fiscalofficer@southerussell.com>, William Koons <mayor@southerussell.com>, Gerald Canton <gcanton@southerussell.com>, Street Commissioner <streets@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>

----- Forwarded message -----

From: **Ruth Cavanagh** <rcavanagh@southerussell.com>

Date: Thu, Jan 5, 2023, 9:33 PM

Subject: Minutes/Property 1/5/23

To: Street Commissioner <streets@southerussell.com>, William Koons <mayor@southerussell.com>, Gerald Canton <gcanton@southerussell.com>, Ruth Cavanagh <rcavanagh@southerussell.com>

Scheduled Property meeting called to order, 2pm., January 5, 2023. Attending:

Mayor Bill Koons  
Ruth Cavanagh, Council  
Tim Alder, Streets Supt.  
Jerry Canton, Council  
Danielle Romanowski, FO

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Meeting adjourned 3:10 pm.

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Ruth Cavanagh