



# Village of South Russell

Chief of Police  
Michael J. Rizzo

## Police Department

5205 Chillicothe Road, South Russell, Ohio 44022

Phone: 440-338-6700  
Dispatch: 440-247-7321

### SAFETY COMMITTEE MINUTES

January 3, 2025 at 8:00 a.m. @ SRPD

- **2025 Cruiser**

The committee was advised of the upcoming delivery of the 2025 Police Interceptors. A quote from Montrose Ford in the amount of \$47,184.75 was reviewed and compared to last year's pricing. The total increase from the previous year was stated to be just under 4%. Safety will make a motion to accept the quote at the January 13<sup>th</sup> Council Meeting.

- **2025 Safety Committee Schedule**

The committee decided to hold the monthly meetings at 8:00 a.m. on the Thursday following the first Council Meeting of the month. The schedule will be as follows:

February 13<sup>th</sup>

March 13<sup>th</sup>

April 17<sup>th</sup>

May 15<sup>th</sup>

June 12<sup>th</sup>

July 17<sup>th</sup>

August 14<sup>th</sup>

September 11<sup>th</sup>

October 16<sup>th</sup>

November 13<sup>th</sup>

December 11<sup>th</sup>

- **Old Business**

Discussion regarding retaining an IT provider specific to the Police Department. The committee instructed the chief to follow up with ADP to discuss issues related to responsiveness and level of service and to follow up with the committee.

- **New Business**

Meeting Adjourned at: 8:38 a.m.



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### **SAFETY COMMITTEE MINUTES** **February 13, 2025 at 8:00 a.m. @ SRPD**

- **IT Contract**  
The committee was advised that ADP and Cable Communications Inc. (CCI) were still working on a proposal to have ADP as IT provider for the Police Department which will include a new phone system and a new camera system at the recommendation of ADP. Chief will provide the proposal as soon as it is completed.
- **TextMyGov**  
The committee was advised that the initial opt-in text for our new notification system was scheduled for Friday, February 14<sup>th</sup>. The new notification system will allow the Village to send out routine and emergency alerts.
- **Fire Contract**  
The current fire contract with Chagrin Valley Fire Department will be up for renewal at the end of 2025. Councilman Galicki offered to reach out to the fire department to obtain an overview of potential increases for the next 3 year contract.
- **Staffing**  
Chief indicated that the Police Department would be conducting a robust campaign to hire 2 to 3 part-time officers should we have success in finding any interested candidates. The committee was advised of the difficulties in hiring part-time officers over the last few years due to a lean candidate pool and the vast availability of full-time police jobs. Our current part-time rate is comparable to agencies in our area.
- **Mayor's Topics**  
The Mayor was not present for the meeting, however he asked that the committee discuss an offer from Chagrin Valley Fire to share a new software for the Fire Prevention Officer called, "First Due." The topic was acknowledged but no one had any information to discuss further.
- **Old Business** – Councilman Bell inquired about the level of details in the Police Department's Month End Report, indicating that there used to be more detail in the report such as a summarization of significant or unusual incidents. Chief explained that he was instructed to reduce the amount of detail in his reports, as they were overly detailed. Councilman Bell indicated that he would like to see more detail in significant incidents.



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- **New Business** - Councilman Galicki inquired about the overall condition of the police fleet and how the Ford Explorers have performed over the years. Chief reported that Ford introduced the first "Pursuit Rated" Explorers back in 2013 when the Ford Crown Victoria was retired. It was noted that the earlier models had some issues with water pumps and catalytic converters, however, there have been no significant issues for many years. We primarily see routine oil changes, brakes and rotors, and an occasional wheel bearing replacement. Most repairs and routine maintenance are done by the service department.

Meeting Adjourned at: 9:10 a.m.

Next Safety Meeting scheduled for Thursday, March 13, 2025 at 8:00 a.m.



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### SAFETY COMMITTEE MINUTES

March 13, 2025 at 8:00 a.m. @ SRPD

- **IT Proposal (ADP)**

The Chief provided the committee with proposals to transition to ADP for IT related services. The total project cost is approximately \$85,392. (See attached) The committee was advised that this cost was not in the budget. Mayor suggested the committee meet with Chief Swaidner of Russell Police Department to get input on their IT provider, Simvay. Chief obtained a proposal from Simvay for basic services around \$1,500 annually plus an hourly rate of \$250 as needed.

- **Staffing**

Chief advised the committee of Officer Gavanditti's departure from the police department effective March 23, 2025, as she accepted a position with Bainbridge Police Department. Chief will ask Safety Committee to acknowledge Officer Gavanditti's resignation at the March 24<sup>th</sup> Council Meeting, and to allow the Chief to advertise for the open positions in the Police Department.

- **Garage Project Update**

The committee was advised of the current progress of the garage project. Contractor gave a completion date of approximately 30 days from the date of this meeting (3/13/2025).

- **Old Business**

Mayor asked if the department was prepared for potential violations of golf cart regulations with better weather approaching.

- **New Business**

None

Meeting Adjourned at: 8:48 a.m.

Next Safety Meeting scheduled for Thursday, April 17, 2025, at 8:00 a.m.



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Dispatch: 440-286-1234

*"One with our Community"*

Amount	Description	Vendor
\$47,314.62	Initial Hardware Purchases	ADP
\$3,750	Labor Charges	ADP
\$5,077.90	Recurring Year 1	ADP
\$27,150.31	Fiber Connection / Cabling	CCI
\$2,100	Fiber / Internet 1G	Windstream
\$85,392.83	Project Grand Total	





**Geauga County Automatic Data Processing Board (ADP)  
Department of Information Technology**

231 Main Street – Courthouse Annex  
Chardon, Ohio 44024-1293  
Help Desk Phone: (440) 285-2222 Ext. 4357  
Direct: (440) 286-4357  
E-Mail Address: [helpdesk@co.geauga.oh.us](mailto:helpdesk@co.geauga.oh.us)

**South Russell Village PD Quotation for County IT Services**

**New Hardware Purchases:**

Qty.	Description	Unit Price	Total Price
3	Dell OptiPlex Micro Plus	\$1,105.00	\$3,315.00
3	Micro Form Factor All-in-One - #452-BDUB	\$83.00	\$249.00
3	Dell 27" USB-C Hub Monitor - #P2722HE	\$186.00	\$558.00
14	Gatekeeper Tokens	\$65.00	\$910.00
3	Dell Premier Wireless Keyboard and Mouse Set - #KM7321W	\$74.00	\$222.00
2	48-Port Network Switch - #MS150-48LP-4G-HW	\$3,427.00	\$6,854.00
2	Meraki Wireless Access Point – #MR36	\$382.00	\$764.00
1	48U Chatsworth Tech Rack	\$700.00	\$700.00
2	Switch Stacking Cable - #MA-CBL-100G-50CM	\$100.00	\$200.00
2	Single Mode Fiber Adapter - #GLC-LH-SM	\$100.00	\$200.00
2	1M Single Mode Fiber Patch Cable	\$15.00	\$30.00
1	Axis M43 Series - #M4318-PLVE	\$736.45	\$736.45
2	Axis P3268-LV	\$777.41	\$1,554.82
2	Axis P37 Series - #P3738-PLE	\$1,555.64	\$3,111.28
5	Axis P38 Series - #P3827-PVE	\$1,227.95	\$6,139.75
1	Axis Q18 Series - #Q1808-LE	\$1,678.51	\$1,678.51
1	Axis Camera Station Server - #S1264	\$16,382.95	\$16,382.95
1	Axis Plate Verifier	\$441.54	\$441.54
5	Axis Camera Decoder	\$500.00	\$2,500.00
1	Windows Server 2025 Standard License – 16 Cores	\$767.32	\$767.32
<b>New Hardware Purchases Total:</b>			<b><u>\$47,314.62</u></b>

**Labor Charges:**

Qty.	Description	Unit Price Per Hour	Total Price
30	Technician Hours - Setup Computer Security, Install Endpoint Central for remote support and asset tracking, mobile device configuration, upgrade MS-Office, Outlook orientation	\$50.00	\$1,500.00
30	Network Administrator Hours - join computers to Azure domain, Setup Microsoft 365 services, Setup Teams, Migrate files to OneDrive and SharePoint	\$75.00	\$2,250.00
<b>Labor Charges Total:</b>			<b><u>\$3,750.00</u></b>





# **Geauga County Automatic Data Processing Board (ADP)** **Department of Information Technology**

231 Main Street – Courthouse Annex  
 Chardon, Ohio 44024-1293  
 Help Desk Phone: (440) 285-2222 Ext. 4357  
 Direct: (440) 286-4357  
 E-Mail Address: [helpdesk@co.geauga.oh.us](mailto:helpdesk@co.geauga.oh.us)

## **South Russell Village PD Quotation for County IT Services**

### **Proposed Reoccurring Charges Purchases:**

Qty.	Description	Unit Price Per Year	Total Price
11	Crowdstrike Managed Endpoint Security – Complete Managed Antivirus, Threat Response, And Remediation – Priced Per Device	\$103.74	\$1,141.14
11	Endpoint Central – Computer Asset Management and Support – Priced Per Device	\$0.00	\$0.00
14	Gatekeeper Two-Factor Access Service – Priced Per User	\$57.50	\$805.00
2	Wireless Access Point License – 3-Year Enterprise License - #LIC-ENT-3YR	\$200.00	\$400.00
1	Switch License – 3-Year Switch License - #LIC-MS150-48LP-4G-3YR	\$625.00	\$1,250.00
21	Windstream Phones – <b><i>For the Village Campus</i></b>	\$70.56	\$1,481.76
<b>Proposed Reoccurring Charges Total:</b>			<b><u>\$5,077.90</u></b>

### **Quote Notes:**

- Desktop computers will have a 5-Year Lifespan.
- Laptop computers will have a 3 to 5-Year Lifespan.
- General Helpdesk Tickets are \$50.00 per hour, Systems or Network Administrative Assistance Tickets are \$75.00 per hour.
- Assumption is that adequate data cabling and power is already in place. This includes proper identification of network jacks and phone lines.

### **Quote Totals:**

<b>Quote Total for Initial Purchase:</b>	<b>\$56,142.52</b>
<b>Quoted Reoccurring Year 1 Charges:</b>	<b>\$5,077.90</b>
<b>Quoted Reoccurring Year 2 Charges:</b>	<b>\$3,427.90</b>
<b>Quoted Reoccurring Year 3 Charges:</b>	<b>\$3,427.90</b>





10160 Queens Way Suite 5, Chagrin Falls, OH, 44023 | (440)708-0322

<b>Company:</b> Village of South Russell <b>Address:</b> 5205 Chillicothe Rd, Chagrin Falls, OH 44022 <b>Attn:</b> Mike Rizzo <b>Phone:</b> 440-487-9268 <b>Email:</b> police@southrussell.com	<b>Project:</b> Fiber Connection to Maintenance Dept and data upgrade South Russell Police Dept 5205 Chillicothe Rd, Chagrin Falls, OH 44022 <b>Date:</b> Feb 13, 2025 <b>Quote Number:</b> 22271 Version 3
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## QUALIFICATIONS

1. Offer is valid for 30 days from the date listed above.
2. Quote includes only labor and material spelled out below; any additional material is to be provided by others.
3. Our offer is predicated upon a clear and accessible area that will be made available by others, where our work is to be performed.
4. A per-tech cancellation fee may be applied to final invoice if a visit is cancelled within 24 hours of schedule arrival.
5. Installation is for normal business hours between 8am-5pm Monday-Friday.
6. Payment Terms: Net 20

**Scope of Work:** As detailed below

## SPECIFIC INCLUSIONS

**Fiber Installation from Maintenance Dept to Police Dept.** \$5,469.75

Installation of a 12 strand, single mode fiber from the Maintenance department to the Police Department. Underground conduit to be installed by others. Fiber will run from the existing data closet in the Maintenance Building to a new 4 post rack in the Police Department, rack provided by others. CCI will install a fiber LIU, UPS, patch panel, and client provided switch and client provided fire wall.

Material Description	Qty	Unit Price	Subtotal
CyberPower Smart LCD UPS 1000VA/600W 1U 3-Year manufacturer's limited warranty	1	\$643.93	\$643.93
Patch panel 48 port field configurable (plastic inserts PANDUIT	2	\$74.27	\$148.54
1 RU Opt-X® 1000i Rack-Mount Enclosure with Sliding Tray	1	\$277.23	\$277.23
Adapter Plate (BLUE SM (OS2 duplex LC 12-fiber	2	\$86.66	\$173.32
Blank plates for LIU BLACK LEVITON	1	\$7.28	\$7.28
Singlemode Duplex LC to LC Fiber Optic Cable 1 M YELLOW	2	\$23.28	\$46.56
Poly Line Fish Tape	1	\$72.21	\$72.21
Buffer Tube Fan-Out Kit, 12-Fiber, 25-Inch	2	\$26.00	\$52.00
Use of Core Alignment Fusion Splice Equipment	1	\$100.00	\$100.00
ALTOS® Lite Loose Tube, Outdoor, Gel-Free, Single-Jacket, Single-Armored Cable 12 F, Single-mode (OS2)	420	\$1.15	\$483.00
2inch Sleeve flanged with firestop	4	\$66.44	\$265.76
Fiber Optic Pigtail Cable, Singlemode - OS2, LC Pigtail, 3 m	2	\$143.16	\$286.32
Polyester Muletape®, 5/8 in. OD, 1800 lb. Strength	420	\$0.08	\$33.60



**Material Total** \$2,589.75

**Labor Total** \$2,880.00

**Data Cabling**

\$21,680.56

Install new data cables from new MDF to various locations marked on client provided map.  
Install new CCTV cameras (provided by others) to client provided plan, interior and exterior.  
Install a Mic with an on/off switch for the interrogation room. Installation of cameras will terminate in an RJ45 jack at the head end and be tipped and plugged directly into the camera.  
All data cables will terminate in an RJ45 patch panel and have a wall plate to connection to device. All cables will be certified tested. Where possible, CCI will re-use existing pathways and jack locations.

Material Description	Qty	Unit Price	Subtotal
Louroe audio monitoring system, includes Omni-directional Microphone, Audio Interface Adapter, Mute Switch, 12VDC power supply, 3.5mm Stereo cable.	1	\$606.92	\$606.92
ETL Verified Category 6 U-UTP Cable plenum BLUE-CommScope	4100	\$0.38	\$1,558.00
ETL Verified Category 6 U-UTP Cable plenum ORANGE - CommScope	1000	\$0.38	\$380.00
J-Hook Cable Support Zinc Electroplated Max. Bundle Diameter 2 Inch	30	\$5.12	\$153.60
CADDY® CAT HP J-Hook, Pre-Galvanized Steel, 1-5/16 in. Dia.	30	\$4.20	\$126.00
CADDY CAT HP Steel, 3/4 in. Dia.	30	\$2.52	\$75.60
Cat 6 jack BLUE	88	\$6.59	\$579.92
Cat 6 jack ORANGE	9	\$6.59	\$59.31
24 AWG Solid Wire-8-Contact Round Cord Modular Plug	10	\$0.51	\$5.10
Faceplate 1-Port w-windows WHITE PANDUIT NetKey	17	\$1.97	\$33.49
Faceplate 2-Port w-windows WHITE PANDUIT NetKey	9	\$1.97	\$17.73
Faceplate 4-Port w-windows WHITE PANDUIT NetKey	1	\$1.97	\$1.97
Low Voltage Mounting Bracket, Existing Construction Use, Plastic, 1-Gang, Black	28	\$2.66	\$74.48
Patch Cord 3-foot Cat6 ORANGE	9	\$4.50	\$40.50
Patch cord 3-foot Cat 6 BLUE	44	\$4.50	\$198.00
Catamount® Series 50 natural 6.6 nylon 11.10 L x 0.187 in. W, standard cable ties. Tensile strength 50 lb. Max. bundle diameter 3.00 in.	2	\$12.09	\$24.18
3M Temflex Vinyl Electrical Tape 165 Black 3-4 in x 60 ft (19 mm x 18 m 100 Rolls- Case.	1	\$20.00	\$20.00
Misc. Parts, sealant and screws	1	\$53.76	\$53.76
22AWG 7/0096 Bare Copper 2 Conductor Shielded Plenum White, Sound/Security	150	\$0.18	\$27.00
		<b>Material Total</b>	\$4,035.56
		<b>Labor Total</b>	\$17,645.00

**Taxable Subtotal**

\$27,150.31

**Tax Amount**

\$0.00

**Total**

\$27,150.31

To Proceed with the outlined Scope of Work, please issue a PO to the Author of this Quote or indicate your acceptance by signing and returning this Quote.

Approved by: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Purchase Order: \_\_\_\_\_

**ACCEPTANCE OF PROPOSAL**

This proposal represents the entire agreement between the parties. There are no representations, promises or other understandings unless expressly included herein.



**Location Summary**

Location Name	Monthly Recurring Charges	One-Time Charges	Credits
County of Geauga-South Russell Police Dept	\$175.00	\$0.00	\$0.00

**Location Detail**

Location Name	County of Geauga-South Russell Police Dept	Account Number	220153114
Location Address	5205 CHILLICOTHE RD , CHAGRIN FALLS, OH 44022-4397		

**Monthly Recurring Charges**

Product	Qty.	Unit Price	Total Price
Internet Service			\$175.00
Broadband Internet Access - 1000.0/1000.0	1	Included	
Access Management Fee	1	\$0.00	\$0.00
		<b>Total</b>	<b>\$175.00</b>





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### SAFETY COMMITTEE MINUTES

April 24, 2025 at 8:00 a.m. @ SRPD

- **Dog Warden / Bite Incident**

An incident occurred in Lake Louise on 4/14/2025. The incident involved a Basset Hound and a Pitbull. Significant injuries to both handlers. The PD and the dog warden received calls related to this incident. The dog warden attended the Safety Committee Meeting and explained the Ohio Revised Code regarding control of dogs. After the investigation, the dog warden issued a summons to the owner of the Pitbull for failure to control and the dog may be subject to re-location and may be considered a dangerous dog if the owner is found guilty.

- **IT Service Provider**

Chief advised the committee of an incident where a Troy Township Fire Department employee had a computer infected with malware that was connecting to the Sheriff's Office systems. The CrowdStrike application identified the attack and blocked the infected PC.

However, ADP is re-assessing their VPN and site to site connections and may be forcing all Geauga County Police and Fire Agencies to be managed by ADP to permit access to the Spillman Network.

Due to this recent news, Chief recommended that we halt any efforts to move forward with an IT provider until we know whether or not ADP will be mandating this transition.

- **Staffing**

After discussion regarding police department candidates, the Safety Committee will ask Mayor to appoint Candidate Michael McIvor to the part-time position at the

**April 28<sup>th</sup> Council Meeting - Effective May 1, 2025**, and;

Candidate Julie Aveni to the full-time position at the

**May 27<sup>th</sup> Council Meeting - Effective June 1, 2025.**

- **Garage Project Update**

Chief gave an update on the project. Update as of 4/28/2025:

4/29/2025 – Drywall will be delivered

5/1/2025 – Electrical to be connected

5/3/2025 – Drywall scheduled to be installed

Service Department will assist with final grading upon completion of the building.



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- **Tornado Siren**

The committee decided to maintain the existing testing cycle for the Tornado Siren. The siren will be activated on Saturdays @ 2:00 p.m. March thru September.

- **Old Business** – Nothing to report.

- **New Business**

### Items in Mayor's Report

Mayor complimented the Chief on the police department's evaluation forms and stated he was impressed with the content related to Appearance, Time Management, Enthusiasm, Attitude, Enforcement.

Mayor reported that the 911 tax was increased from \$.40 to \$.60 to support Next Generation 9-1-1 services.

Mayor indicated that CVD has distributed their annual report.

Mayor reported that the Village will be contracting with a Fire Prevention Officer to work the Lake Louise Fireworks show as Sean Davis is not available. Mayor further reported on the new software (First Due) that Chagrin Valley Fire Department will be providing to Sean Davis at no cost to the Village.

Mayor inquired as to the number of senior citizens that attended the police department's presentation at the Bainbridge Senior Center. Chief advised that it was well attended.

Mayor reminded Chief of the upcoming First Responder's Appreciation Day on May 24, 2025.

Mayor inquired about the \$339.50 mileage expense and availability of the village car. Chief reported that the PD will not be in need of the Admin car moving forward after the new cruiser is set up.

Mayor wanted to discuss a recent speeding complaint on Snyder Road. Chief reported that he was already in contact with the complainant and the Police Department has increased its presence on Snyder Road in the specified times reported.

Chief reported that he and Danielle were advised by ADP that they had been blocking all inquiries from the website contact form. After further investigation, the Chief determined that ADP had been blocking these entries since we transitioned to ADP around June of 2024. Chief received a log entry from our web provider containing approximately 40 unanswered messages from residents that were blocked. Chief worked with our website provider, Dynamics Online, and resolved the conflict.

Meeting Adjourned at: 8:57 a.m.



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### **SAFETY COMMITTEE MINUTES May 15, 2025 at 8:00 a.m. @ SRPD**

#### **2026 Budget**

NOTE: Some updated figures were received after the Safety Meeting and are listed below.

#### BWC Video Project

The Chief referenced several budgetary items for consideration in 2026. The largest impact in the PD budget will be the Body Worn Camera / In-Car Video Project. Two quotes have been obtained that range from \$118k to 142k for a five-year service.

#### Motorola:

\$45,268 Year #1 (2026)

\$24,100 per year after (2027-2030)

#### Axon:

\$23,600 annually (2026-2030)

#### Chagrin Valley Dispatch

The Chief received an estimate from CVD Finance Director Andrew Recker who advised that we should budget for a minimum 5% increase which would equate to approximately \$50,310 which will be a decrease from around \$90,000 after switching PD dispatching to Geauga County.

#### Vehicle Maintenance

The Street Commissioner advised that he intends to have routine maintenance done by our local dealership instead of a street department employee as they will come on site to complete the service maintenance and it would be less expensive than the hourly rate of the employee. The request would be an additional estimated \$4k-\$5k.

#### Council Chambers (Village Hall Expense)

A proposal to upgrade the Council Chambers microphone system was obtained but the project was put on hold until Council could have some further discussions. We are waiting for an updated quote but the project should be around \$10k.

#### Proposed PD Addition

The Mayor requested the Chief obtain an estimate for a proposed addition to the police building for 2026 which would contain two (2) ADA restrooms with a shower and some additional storage areas. Still waiting on estimates.

#### Chagrin Valley Fire

Councilman Galicki has been in communications with Chief Zupan to determine the amount of the contract renewal for fire and EMS services to the Village. It was later determined that an informational meeting on the topic would not be held until June 24<sup>th</sup>, which would not allow us to complete the tax budget in time. The Police Chief contacted Chief Zupan and received an approximate amount for 2026.

The current year's expenditure for Chagrin Valley Fire is approximately \$531,000. The chief was advised to figure a 15% increase which equates to \$79,650 for a total of approximately \$610,000.





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### **Village Park**

The Chief advised the committee that signs were recently posted again reminding residents that dogs must always be on a leash while visiting the park.

The Chief and Street Commissioner determined that a security camera should be installed at the Village Park to monitor the new restroom. The Chief recommended that we install a system which will allow cameras to be directed at the restrooms, parking lot, pavilion, and playground areas. The proposal was approved by the committee. The system will cost approximately \$500 and the funds were determined to be in the budget.

### **Safety Improvements (State Route 306)**

The Chief indicated he would like Council to consider a reduction of the speed limit within the Village due to increased vehicular and pedestrian traffic over the past several years. The Safety Committee agreed that a reduction from 45 MPH to 35 MPH was reasonable. Other jurisdictions along S.R. 306 have similar reductions such as Bainbridge and Chester Township, where vehicular and pedestrian traffic increases as you approach the center of those townships. Engineer Haibach was engaged to determine the process for making such a request and advised that a traffic survey would need to be conducted to initiate the project. It was later determined that the traffic survey should cost approximately \$12k. Safety Committee will engage Council for further discussion.

### **Old Business**

The Chief gave an update on the crosswalk project. As of 5/15, the concrete work was completed and the Service Department assisted in the final grading of the areas around the newly poured concrete. Pavement markings are scheduled for next week. (See photos on last page)

The Drone Vehicle Garage has been progressing with the following items remaining:

1. Gas main connection
2. Water line connections
3. Concrete apron
4. Final grading and Landscaping (To be completed by the Street Department)

### **New Business**

#### Ohio Collaborative

The Chief reported that Lt. Pock and Christy Troyer have been working closely with the Ohio Collaborative to re-certify the South Russell Police Department. The department is now in compliance with Ohio Collaborative's accreditation process and certification is completed. Thanks to Todd and Christy for all their hard work.

#### Police Department Sign

The chief reported the sign in front of the police building was rapidly deteriorating. A quote was obtained for \$1050 to replace the existing sign and the funding was in the budget to do so. The committee approved the purchase and the sign was replaced. (See photos on last page)



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### New Equipment Purchase

Over the past few years, there have been a number of requests by the building department to obtain evidentiary aerial photos in zoning violations throughout the Village. In the past, we've used the VEG owned equipment to assist in obtaining these photos along with other situations where we needed aerial views during the course of regular duty situations.

The Chief proposed that the police department purchase a drone specifically to be used for Village business. The approximate cost would have been about \$2,500 and would be taken from the New Equipment line item in the current budget.

After consulting with the UAS Commander, Sgt. Nick Divita about the proposed purchase, he donated a new drone valued at approximately \$10k with the assistance of an unnamed family member. Drones were also donated to eight other VEG agencies.

The Chief contacted the solicitor for guidance in accepting the donated equipment. Based on the Solicitor's recommendation, safety is authorized to accept the donation by motion at Monday's Meeting. See ORC provided by the Solicitor below.

### **715.01 General powers of municipal corporations.**

**Each municipal corporation is a body politic and corporate, which shall have perpetual succession, may use a common seal, sue and be sued, and acquire property by purchase, gift, devise, appropriation, lease, or lease with the privilege of purchase, for any authorized municipal purpose, and may hold, manage, and control such property and make any rules and regulations, by ordinance or resolution, required to fully carry out the provisions of any conveyance, deed, or will, in relation to any gift or bequest, or the provisions of any lease by which property may be acquired.**

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### Safety Committee Action Items

1. Motion to accept donation of Drone and accessories.

### Upcoming Community Events

Cops & Kids Fishing 2025 - June 22<sup>nd</sup> 9:00 a.m. - 12:00 p.m. at Lake Louise

Kids Day & Open House - July 27<sup>th</sup> 10:00 a.m. – 2:00 p.m. at South Russell PD



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### Crosswalk Photos



### PD Sign Photos







# Village of South Russell

Chief of Police  
Michael J. Rizzo

## Police Department

5205 Chillicothe Road, South Russell, Ohio 44022

Phone: 440-338-6700  
Dispatch: 440-247-7321

### SAFETY COMMITTEE MINUTES

June 12, 2025 at 8:00 a.m. @ SRPD

- **2026 Budget**

Chief detailed the necessities for the 2026 budget and indicated that the Body Worn Camera and In-car Video Project was a significant priority. The committee agreed and determined to forgo the Village Hall A/V upgrade and not to pursue the PD restroom project.

- **Proposal for Speed Limit Reduction State Route 306**

After consulting with the engineer, a mandated traffic survey would be estimated at approximately \$12,000 to begin the process for ODOT to consider adjusting the speed limit on State Route 306. The committee recommended the proposal be pushed into 2027, however, continue investigating the steps needed to proceed in the future.

- **Village Park**

Chief reported the camera system has been purchased to cover the new restrooms, parking area, pavilion, and playground. The Chief will install the camera system once the service department runs the electrical feed to the restroom

- **Old Business**

The Crosswalk Project was completed on 6/10/2025.

The Drone Garage Project was completed on 6/17/2025.

- **New Business**

Chief advised the committee regarding the retirement of Lt. Pocek.

The committee was advised that Augies Pizza and Nik's Donuts donated a portion of the items for the annual Cops & Kids Fishing Event.

The committee was updated on the progress of Officers McIvor and Aveni.

Chief reported that the PD and Service Department have been experiencing issues with poor response and lack of communication from ADP with accessing documents and email issues.

The PD has been waiting for several months to get a site-to-site connection to the Geauga County Sheriff with no response to requests for updates.

Meeting Adjourned at: 9:10 a.m.



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### SAFETY COMMITTEE MINUTES July 17, 2025 at 8:00 a.m. @ SRPD

- **Safety Improvements**

The Chief reviewed the topic of speed limit reduction for State Route 306 and acknowledged the project was placed on hold due to the funding of a traffic survey. The committee was advised that two nearby communities have installed camera systems in an effort to improve safety and reduce speeding violations. The committee discussed the idea and determined that our efforts would be better served on planning for a crosswalk at the intersection of Chillicothe and Bell. The Chief indicated that the recently upgraded traffic signal at the intersection would support the addition of the equipment needed to complete this project. It was determined to consider this project as a potential future upgrade.

- **Secondary Radio System Upgrade**

The Chief informed the committee that the department's back-up radio network is in need of an upgrade. Similar to the Tornado Siren, the 420Mhz radio network was implemented around 1993. The police department still uses this system as our back-up to the MARCS Radio Network, and it is also used daily by our officers when communicating car-to-car. The upgrade will cost just under \$6,500 to complete. The committee agreed to move forward with the upgrade.

- **Staffing Update**

The Chief made a recommendation to the committee to start the process to promote a night shift Sergeant. Sergeant DiVita is expected to return to full duty at the end of August and Sergeant Svoboda is currently supervising the day shift platoons. The Chief will reach out to Safety and H.R. Committees for interviews upon identification of potential candidates.

- **GovDeals Inventory**

The committee was directed to the attached list of items for the purpose of auction and/or disposal of items no longer needed in the police department. Chief will request Danielle to add to the August 11<sup>th</sup> Council Meeting Agenda for Council approval.

- **Old Business**

The committee was advised that Officer Aveni has been released from Phase 2 of the Field Training Program without restrictions.



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Motorola XTL2500	Mobile 2-way radio Transceiver	M21URM9PW1AN	514CLF3446	\$25
Kenwood	Portable 2-way radio with charging station & battery	TK-3170	00500041	\$20
Kenwood	Portable 2-way radio with charging station & battery	TK-3170	00500094	\$20
Kenwood	Mobile 2-way radio Transceiver	TK-8180	B8410020	\$25
Power Block	Adjustable Weights	Power Block	N/A	\$25
HPZ220 CMT Workstation	Computer tower workstation	D8D25UT#ABA	2UA35217NJ	\$50
Acer	Laptop Aspire 5 CoreiS 10TH Generation	A51555-57A6	NXHSHAA004030216337600	\$50
LG	50" TV/Monitor	50LN5400-UA	307RMLM47744	\$10
HP intel core	HP Computer	TPC-Q085-24	8CC230242W	\$10
Samsung	40" TV/Monitor	ED40C	Z6SHHCJD400297A	\$10
Acer	Aspire A515-55 Series Laptop	N18Q13	NXHSHAA0040302149D7600	\$50





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- **New Business**

The committee was given a summary of the incident involving the tactical and drone teams. The incident concluded without injury to the subject or any officers on scene.

Meeting Adjourned at: 8:50 a.m.

### Police Department Auction Items

Alco-Sensor	Breath Alcohol Tester-Intoximeters	F-00157-01	012739	\$10
Alco-Sensor	Breath Alcohol Tester-Intoximeters	F-00157-01	005131	\$10
Alco-Sensor	Breath Alcohol Tester-Intoximeters	F-00157-01	049858	\$10
Touchbook Panasonic	Rugged Mobile Laptop Computer with Printer	CF-31	4ETYA07845	\$50
Touchbook Panasonic	Rugged Mobile Laptop Computer	CF-30	8LKYB14154	\$50
Touchbook Panasonic	Rugged Mobile Laptop Computer	CF-31	4ETYA07834	\$50
HP DeskJet 3510	Desktop Printer-Print-Scan-Copy	VCVRA-1222	CN3751NK5N	\$10
Havis	Docking Station	DS-PAN-112-2	01013-P110-34503	\$10
Lenovo	Laptop-IdeapadFlex5	81X1	R90ZB2M5	\$50
Lenovo	Laptop-IdeapadFlex5	81X1	R90ZB2DK	\$50
Vizio	40" TV/Monitor	E400i-B2	LWZQPNB02504053	\$10
Motorola XTS2500	Portable 2-way radio with charging station & battery	H46UCF9PW6BN	205CKM3676	\$25
Motorola XTS2500	Portable 2-way radio with charging station & battery	H46UCF9PW6BN	205CMB1594	\$25



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### SAFETY COMMITTEE AGENDA

August 14, 2025 at 8:00 a.m. @ SRPD

- **Executive Session**

Motion to go into Executive Session at 8:00 a.m. for the purpose of conducting a part-time patrolman interview per Section 121.22(G)(1) of the Ohio Revised Code and inviting in Police Chief, and the candidate.

☐ Executive session ended: 8:30 a.m.

- **Staffing Update**

Sergeant DiVita's expected to return to full duty has been extended. The estimated time to return to full duty is end of September.

- **IT Provider / Police Department**

Chief made a recommendation to contract with Simvay Systems for remote monitoring and antivirus protection. Chief will obtain an updated proposal and contract for the September 8<sup>th</sup> Council Meeting

- **GovDeals Auctions**

Auction Items will be listed ASAP. Street committee member Galicki was advised to review and approve the street department's disposal request so it can be added to the next Council agenda for approval for sale. (See email below)

- **Old Business**

The committee discussed the 2026 budget. Chief reports that after the savings adjustment to the costs for dispatch services, the police department budget should have little or no change from the 2025 budget. The only major project will be the implementation of the body worn camera and in-car camera systems upgrade. It was noted that the project was delayed most recently to account for the transition from CVD to Geauga Dispatch.

- **New Business**

The committee briefly discussed the proposed multi-purpose trails. Chief expressed concerns over the proposal as it would be necessary for pedestrians to cross Bell Road three times within a one-mile portion of the trail. The committee also pointed out that pedestrians would have to cross two additional streets which include Waverly Lane and Alderwood Trail, for a total of five crossings within Phase 1 of the project from Spring Drive to Gurney Elementary School.

Meeting Adjourned at: 9:30 a.m. Next Safety Meeting is scheduled for



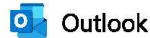
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### FW: GovDeals

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**From** Rizzo, Michael <MRizzo@southrussell.com>  
**Date** Mon 8/18/2025 3:42 PM  
**To** srpdtrouer@gmail.com <srpdtrouer@gmail.com>

 6 attachments (13 MB)

IMG\_5201.jpg; IMG\_5202.jpg; IMG\_5203.jpg; IMG\_5204.jpg; IMG\_5206.jpg; IMG\_5208.jpg;

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**From:** Rizzo, Michael  
**Sent:** Monday, August 18, 2025 3:00 PM  
**To:** Young, Timothy <TYoung@southrussell.com>; Galicki, Dennis <DGalicki@southrussell.com>; Cavanagh, Ruth <RCavanagh@southrussell.com>  
**Subject:** FW: GovDeals

Dennis & Ruth,

Please review the attached items and Tim's description below. The only recommendation I have would be to start the hydraulic system lower as it is not functional.

Please advise if okay to proceed.

Chief M. Rizzo

On Jul 11, 2025, at 7:03 AM, Young, Timothy <[TYoung@southrussell.com](mailto:TYoung@southrussell.com)> wrote:

I would like to have these items placed on gov deals for disposal . The items were cleaned out of the village garage over the winter .  
please comment your thoughts.

Thanks,

Tim

Item #1 I would start the bid at \$25 with little to no value

Item#2 Brake lathe , I was told from Jeff we paid \$200 for this. It is no longer used I would start this at \$200

Item#3 This was removed off our salt truck because it was defective. Again, I see no value to us, so I would also start this at \$200

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**From:** Rizzo, Michael  
**Sent:** Thursday, July 10, 2025 3:26 PM



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To: Young, Timothy <[TYoung@southrussell.com](mailto:TYoung@southrussell.com)>  
Subject: GovDeals

Hi Tim,

Please forward these photos to your committee for approval to send the items to auction. Before you forward the photos, complete the following information below needed for the legislation. Once completed and approved by Council, I can handle the posting of the items on GovDeals.

#1. Items on Pallet:  
Description:  
Estimated value or starting price:

#2. Brake Rotor Lathe  
Description:  
Make & Model #:  
Estimated value or starting price:

#3 Hydraulic System  
Description:  
Make & Model #:  
Estimated value or starting price:

Thank you,

Mike





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### **SAFETY COMMITTEE AGENDA MINUTES September 18, 2025 at 8:00 a.m. @ SRPD**

#### **Staffing Update**

The Chief recommended filling the vacant full-time position and interviewing and additional part-time applicant. Chief proposed conducting interviews possibly at the next Safety Committee Meeting on October 16<sup>th</sup>.

Chief recommended promoting a Sergeant after the announcement of the upcoming retirement of Sergeant Ed Svoboda. The committee agreed and recommended to proceed with the process.

#### **Tree Trimming Proposals**

The Chief provided 4 quotes for tree trimming around the school zone solar array. The best price was quoted by Falls Tree Experts in the amount of \$1,375. Committee recommended to proceed.

#### **Fire Contract (Mayor)**

Mayor introduced the topic of the fire contract. The Safety Committee advised the Mayor to obtain a quote from Russell Fire Department.

#### **Bel-Meadow Mutual Aid (Mayor)**

Mayor asked what agencies responded to South Russell for an incident which occurred back on July 12th. The Mayor indicated that he was going to attend a trustee meeting in Russell and intended on thanking them for responding to this particular call.

#### **Old Business**

Chief briefly discussed the upcoming budget session and offered information on the necessity to replace the existing phone system which has reached "end of support."

#### **New Business**

1. Councilman Bell wanted to verify the date for this year's Trick or Treat. Chief advised that that motion was handled earlier in the year, and it was determined that the event will be held on Friday, October 31<sup>st</sup> from 6:00 p.m. until 8:00 p.m.
2. Chief informed the committee that in the process of the police department's radio upgrade, it was discovered that the Service Department's radio license was going to expire. The Chief is working with the radio vendor and the FCC to renew the license.



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3. The Chief was asked if he was aware the Service Department employees were not wearing safety belts while operating Village vehicles. Chief advised the committee that it is the Police Department's policy, and it is also State Law.
  
4. The Geauga County ADP Cyber Security Policy was briefly discussed and was to be added to the council agenda for further discussion.

Meeting Adjourned at: 8:40 a.m.



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### **SAFETY COMMITTEE MINUTES October 16, 2025 at 8:00 a.m. @ SRPD**

- **Executive Session**
  - Purpose of conducting police candidate interviews per Section 121.22(G)(1) of the Ohio Revised Code and inviting in Police Chief, Candidate Stephen Brenner, and Jordan Fedor.
- **Hiring Process**
  - Chief expressed concerns over the hiring process regarding Mayor making contact with references or current employers prior to the candidate being approved by H.R. and Safety Committee as it could negatively impact a candidate's current employment. Councilman Berger suggested the police department be permitted to complete the background investigation process without interference to maintain the integrity of the process. Councilman Berger also indicated that H.R. intends to review the Village hiring process tailored to individual departments.
- **Old Business - None**
- **New Business - None**

Meeting Adjourned at: 9:20 a.m.





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### **SAFETY COMMITTEE MINUTES November 12, 2025 at 5:00 p.m. @ SRPD**

#### **Hazard Mitigation Plan**

Chief requested Council to formally adopt the Geauga County Hazard Mitigation Plan at the next Council Meeting as requested by the department of Emergency Management. Chief will forward the request to the Fiscal Officer for addition to the agenda.

#### **Update Chapter 476.01(b) of the South Russell Codified Ordinance**

A proposed update to Chapter 476 to include "dirt bikes" into the definitions, approved by Safety in a previous discussion regarding all purpose vehicles.

#### **Budget Discussion**

Proposal to sign the agreement with Motorola Solutions for the 2026 purchase of replacement Body Worn Cameras and In-car Video Systems

#### **Speed Limit Signs in Country Estates**

Country Estates Homeowner's Association would like to remove all speed limit signs other than those posted at the entry points into the development. (Countryside, Spring, and Hazelwood) Chief indicated there may be requirements regarding the placement of speed limit signs dictated by the Ohio Manual of Traffic Control Devices. The committee advised the Chief to contact the Solicitor.

#### **Representative to CVFD**

It was determined at the November 10<sup>th</sup> Council Meeting That Councilman Bell will be the representative to the Chagrin Valley Fire Department until further notice.

#### **Police Building Maintenance**

Mayor requested to view the areas where the carpeting was to be replaced.

#### **Old Business - None**

#### **New Business**

Visitor Misha Alexander inquired about the funding and intent of the traffic study and crosswalk at Bell & Sugarbush Lane. The Chief explained that in preparation for crosswalks at State Route 306 & Bell Road, and the possibility of the trail, he made a proposal to Council earlier in the year to consider a reduction of the speed limit within the Village. The Safety Committee originally agreed that a reduction from 45 MPH to 35 MPH was reasonable.



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It was further explained that other jurisdictions along S.R. 306 have similar reductions such as Bainbridge and Chester Township where vehicular and pedestrian traffic increases as you approach the center of those townships. Engineer Haibach was engaged previously to determine the process for making such a request and advised that a traffic survey would need to be conducted to initiate the project. It was later determined that the traffic survey should cost approximately \$12k. The Chief will ask ODOT for some additional details on the timing of the proposal should we move forward.

Chief also offered a brief overview of the original request for a crosswalk at Bell & Sugarbush for access to Gurney Elementary. It was further explained that after re-evaluation, it was determined to install the crosswalk at the Village Park instead of Sugarbush due to the higher activity at that location.

Meeting Adjourned at: 5:26 p.m.