

April 7, 2014

**Attendees:**

Roy Podojil  
Terry Ries  
Sandy Siegler  
Melissa Palmer

Brittany Milite, Recording

**Special Meeting  
of the  
Russell Township Park Commission**

**Russell Township Administrative Office**

**Call to Order:**

- The meeting was called to order at 7:00 p.m. The meeting date change was sunshined on April 1<sup>st</sup>, 2014.

**Minutes:**

- The minutes from the March 10, 2014 regular meeting were read. **MOTION:** Terry Ries made a motion to approve the minutes of the March 10, 2014 meeting as presented. Sandy Siegler seconded the motion and it passed unanimously.

**Old Business:**

- **RUP:** Signs posting the Russell Upland Preserve park hours as well as the leash law were created and posted on the right hand side of the driveway. The signs are reflective and easy to see.
- **Trail Map:** The Western Reserve Land Conservancy may have a GPS to use to create an accurate trail map for safety forces. Robert Morgan, a landscape architect, volunteered his time to work on the creation of the map.
- **Website:** The Park Commission is looking into options for designing a website; the site will have the new RUP trail map and park photos, meeting minutes, and meeting schedule posted on it.
- **Bank Accounts:** All money in Huntington National Bank will be moved to Middlefield Bank due to the better interest rate. The Huntington accounts are not receiving automatic deposits anymore. **MOTION:** Terry Ries made a motion to finalize the transfer of the Park Commission funds to Middlefield Bank. Mr. Siegler seconded the motion and it was approved unanimously.
- **Regulations:** An inquiry was made by a woman doing research on core documents and regulations of Northeast Ohio Park Districts. The Russell Township Park Commission follows the Ohio Revised Code pertaining to Park Districts and also follows whatever conservation easement is applied to each property.

**New Business:**

- **Stewardship Walk:** A stewardship walk was performed at the Land Lab. The results are yet to be received.
- **Fence Post:** A split rail fence post is rotted out at the ~~Russell Uplands Preserve~~ <sup>Upper Chagrin Preserve</sup> on Fairmount Road and needs to be fixed.
- **Evergreens at Bob Hall Field:** Evergreens at Bob Hall Field are in bad condition and need immediate attention. A quote/estimate will be obtained from TRC on what needs to be done to improve the condition of the trees. There is also a tree down on the power lines. A call was put in to the electric company to remove the tree.

- **Neighbor Sign Request:** "No Trespassing" signs were posted on park property at West River Road; residents removed the sign and refused to give them back. The residents are pushing to put up signs that read "Walking Trails Only."
- **Sign Designs:** The new sign design recommendations will be made by Pete McDonald, Western Reserve Land Conservancy. The draft design is expected soon.
- **Letter from Pete McDonald:** Pete McDonald is sending a letter to the Park Commission to accompany the rules and regulations.
- **Temporary Signs:** Temporary signs placed on Russell Township Park Commission property require permission from the commissioners. Signs placed without permission will be removed without notice.
- **Blades Lawn: MOTION:** Sandy Siegler made the motion to accept the proposal of \$4,550.00 from Blades Lawn Care to build the bridges on the RUP trails and improve trails. Roy Podjil seconded and it passed unanimously.

**Executive Session:**


- Terry Ries made a motion to move into executive session to discuss matters purchase of property for public purposes, or for the sale of property at competitive bidding per O.R.C. 121.22(G)(2). Sandy Siegler seconded the motion and it passed unanimously. **The meeting moved into executive session at 8:03 p.m.**
- Terry Ries made the motion to move out of executive session. Sandy Siegler seconded the motion and it passed unanimously. **The meeting returned to regular session at 8:24 p.m.**
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**Monthly Financial Report & Signings:**

- Mr. Ries received the monthly financial reports and signed the bank statements.
- Ck#124 VOID
- Ck#125 in the amount of \$127.16 to Fast Signs for 2 signs per Chief Carroll (from PO 2014-11)
- Warrant & Ck 126 in the amount of \$250.00 to Melissa Palmer for April Secretarial Services (from PO#2014-1).
- Warrant & Ck 127 in the amount of \$100.00 to Brittany Milite for April Secretarial Services (from PO#2014-17).
- Warrant & Ck 128 in the amount of \$180.00 to Custom Cut Landscaping for snowplowing (from PO#2014-14).

**Adjournment:**

- Sandy Siegler made the motion to adjourn. Terry Ries seconded the motion and it passed unanimously. **The meeting was adjourned at 8:30 p.m.**

  
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 Chairman

  
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 Recorder