

May 12, 2014

Attendees:

Roy Podojil
Terry Ries
Sandy Siegler
Melissa Palmer

Brittany Milite, Recording

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

West Woods Nature Center

Call to Order:

- The meeting was called to order at 7:00 p.m.

Minutes:

- The minutes from the April 7, 2014 regular meeting were read. **MOTION:** Sandy Siegler made a motion to approve the minutes of the April 7, 2014 meeting with corrections. Terry Ries seconded the motion and it passed unanimously.

Old Business:

- **Letter from Pete McDonald:** The letter from Pete McDonald explaining the passive use for park property will be filed to use as a general letter for future matters.
- **Park Commission Website:** The Commissioners discussed implementing the website project as soon as possible. **MOTION:** Sandy Siegler authorized the purchase of the Park Commission Website builder and domain name for \$60.06, as well as approved the administrative cost for Brittany Milite to design the website, not to exceed 30 hours at the rate of \$20.00 per hour. Terry Ries seconded the motion and it passed unanimously.
- **Bob Hall Field:** The tree on the power line is down and township took it away. The responsibility of care of the field is being transferred back to the Township Trustees; the landscaping is currently being outsourced by H&M, paid for by the Township Trustees.
- **Bank Account:** The Park Commission funds have been moved from Huntington National Bank to a saving account at Middlefield Bank where it will receive interest.

New Business:

- **Dog Leash Posting for Info. Board at RUP:** The dog leash law posting has been drafted with the park logo at the top and will be placed at the Russell Uplands Preserve; Police Chief Tim Carroll approved the posting.
- **Russell Township Park Carbonite Property Sign:** Pete McDonald drafted a design of the signs which will read "Passive Use Only" for Park Commission land. Once the website is completed, it will be added to the bottom of the sign.
- **Letter to Siegfried Family:** The stewardship walk at the Land Lab indicated that ATV use was present. A clearly defined ATV trail led directly to the Siegfried's property. A letter of violation will be drafted to the family, carbon copying the Russell Township Trustees as they own part of the land that is being violated.
- **Benches to S. Trace of RUP:** Mr. Blades suggested adding benches to the trail at the Russell Uplands Preserve. Unused benches stored at the Geauga Park District's Affelder Property were

offered from Allen Zack ; the Park Commissioners will have to sign off on the benches to receive them.

- **Geauga Summer Youth Employment Program:** The program is looking to staff youth for the summer if any employment opportunities are available.
- **Russell Uplands Preserve Trails:** Mr. Blades requested permission to move trails in three locations that are eroding to eliminate some possible safety issues. The project would entail clearing some brush to move the trails.

Monthly Financial Report & Signings:

- Mr. Ries received the monthly financial reports and signed the bank statements.
- Ck#129 to Blades Lawn Care in the amount of \$300.00 for trail upkeep, post repair, and tree maintenance.
- Ck#130 to Blades Lawn Care in the amount of \$4550.00 for gravel and bridge repair.
- Warrant & Ck 131 in the amount of \$250.00 to Melissa Palmer for May Secretarial Services (from PO#2014-1).
- Warrant & Ck 132 in the amount of \$100.00 to Brittany Milite for May Secretarial Services (from PO#2014-17).

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 8:13 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 8:20 p.m.**

Adjournment:

- Sandy Siegler made the motion to adjourn. Terry Ries seconded the motion and it passed unanimously. **The meeting was adjourned at 8:21 p.m.**

Chairman

Recorder