

September 14, 2015

Attendees:

Roy Podojil

Terry Ries

Melissa Palmer

Brittany Milite, Recording

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

West Woods Nature Center

Call to Order:

- The regular meeting was called to order at 7:00 P.M.

Minutes:

- The minutes from the May 11, 2015 regular meeting were tabled until the next meeting.
- The minutes from the July 13, 2015 regular meeting were read. **MOTION:** Terry Ries made a motion to approve the minutes of the July 13, 2015 meeting. Roy Podojil seconded the motion and it passed.

Old Business:

- **Girl Scout Project:** A letter was sent to Ashley Armstrong in regards to her Girl Scout's Gold Award Project proposal. She was directed to contact representative Holly Sauder of the Geauga Park District to coordinate her project.

New Business:

- **Riverside Drive Trees:** Ms. Diana Steffen indicated that there are leaning trees on her property as well as the Park Commission's property on Riverside Drive that need to be taken down before they fall into the river. Ms. Steffen asked to split the cost of the tree removal since one of the trees is on park property. Mr. Podojil indicated that he would like to contact Pete McDonald to GPS the property line to ensure that the tree is actually on park property. Ms. Steffen is to call with the estimated amount of the tree removal. The Commissioners tabled any decision until they hear back from Ms. Steffen.
- **Hillbrook Lots:** The Western Reserve Land Conservancy has sent their annual letter regarding the Hillbrook Lots based on their stewardship walk. The letter indicated that there was a brush pileup along the Hillbrook property. Mr. Podojil suggested that the Western Reserve Land Conservancy draft a letter to the north-side property owners to cease and desist dumping of brush and yard waste on park property. The property is in the drainage area of Griswold Creek and the Commissioners are concerned with contamination.
- **Ohio Checkbook:** The Russell Park Commission was invited to participate in the Ohio Treasurer's Ohio Checkbook website where financial documents can be uploaded to increase transparency with residents. The Russell Park Commission decided to opt out at this time.
- **2016 Budget:** The 2016 amounts and rates were received from the county. **MOTION:** Terry Ries made a motion to accept the amount and rates as received by the county. Roy Podojil seconded the motion and it passed.
- **Rivendell:** The Rivendell property's retention basin is full of cattails and phragmites and needs to be cleaned up or allowed in the conservation easement by the Chagrin River Watershed

Partners. Diana Steffen indicated she will be in contact with the CRWP regarding this matter but no response has been received yet.

- **Land Lab:** The Land Lab permit has been filed for and received in July.

Monthly Financial Report & Signings:

- Mr. Ries received the monthly financial reports and signed the bank statements.
- Warrant & Check #192 to Blades Lawn Care in the amount of \$2930 for 3 mows at the RUP, 2 mows at Fairmount, and 15 yards of woodchips (from PO#2015-12).
- Warrant & Check #193 to Melissa Palmer in the amount of \$500.00 for August and September secretarial services(from PO#2015-1).
- Warrant & Check #194 to Brittany Milite in the amount of \$100.00 for September secretarial services (from PO#2015-10).

Executive Session:

- **MOTION:** Terry Ries made the motion to enter in executive session per O.R.C. 121.22(G)(2) to discuss matters of land purchase for public purposes. Roy Podojil seconded the motion and it passed unanimously.
The meeting moved into executive session at 7:51 p.m.
- **MOTION:** Terry Ries made the motion to return to regular session. Roy Podojil seconded the motion and it passed unanimously.
The meeting moved into regular session at 8:13 p.m.

Adjournment:

- **MOTION:** Terry Ries made the motion to adjourn. Roy Podojil seconded the motion and it passed unanimously. **The meeting was adjourned at 8:14 P.M.**

Chairman

Recorder