

December 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 October 12, 2015 regular meeting were read. **MOTION:** Terry Ries made a motion to approve the minutes of the October 12, 2015 regular meeting. Roy Podojil seconded the motion and it passed.
- The minutes from the November 9, 2015 regular meeting were tabled.

Old Business:

- **Letter of Recommendation of Reappointment:** A letter was drafted and sent to Judge Grendell recommending the reappointment of Terry Ries.
- **Meyer Property:** Letters were drafted indicating that a recent stewardship walk revealed that trees have been harvested from the Park Commission's property, which is a violation of the Conservation Easement. The letters will be sent to the surrounding neighbors as a reminder and warning not to violate the Conservation Easement on this property through tree harvesting or dumping of debris.
- **Nash Property:** A letter will be drafted to the homeowner, August Keller, who has been dumping debris on park property. The letter will request that Mr. Keller immediately contact the Park Commission to arrange a date for a face-to-face meeting with the Commissioners to resolve this issue. Police Chief Carroll has agreed to escort the Commissioners to the meeting when the date is set.
- **Hillbrook Circle:** No draft letter has been received from Pete McDonald regarding the Hillbrook Circle debris dumping violation.

New Business:

- **2016 Temporary Appropriations: MOTION:** Roy Podojil made the motion to approve the 2016 temporary appropriations as presented. Terry Ries seconded the motion and it passed.
- **2016 Purchase Orders: MOTION:** Roy Podojil made the motion to approve the 2016 Purchase Orders as presented. Terry Ries seconded the motion and it passed.
- **2016 Meeting Schedule: MOTION:** Roy Podojil made the motion to approve the 2016 Meeting Schedule as presented. Terry Ries seconded the motion and it passed.
- **Request for Tax Advance: MOTION:** Terry Ries made the motion to approve Resolution 2015-3, a resolution requesting the advance of the first half taxes collected. Roy Podojil seconded the motion and it passed.

- **Park Officials' Liability Bond: MOTION:** Terry Ries made the motion to accept the renewal of the Public Officials' Liability Bond insurance quote of \$1,025.00 as received from the Sutton Insurance Company. Roy seconded the motion and it passed.

Monthly Financial Report & Signings:

- Warrant & Check #201 to Melissa Palmer in the amount of \$250.00 for December secretarial services(from PO#2015-1).
- Warrant & Check #202 to Brittany Milite in the amount of \$100.00 for December secretarial services (from PO#2015-10).

Adjournment:

- **MOTION:** Terry Ries made the motion to adjourn. Roy Podojil seconded the motion and it passed. **The meeting was adjourned at 7:46 P.M.**

Chairman

Recorder