

January 9, 2017

Attendees:

Mr. Butters
Mr. Genske
Mrs. O'Brien

Joan Heppert, Recording

Regular Meeting
of the
Russell Township Park Commission

West Woods Visitor Center

Call to Order:

The regular meeting was called to order at 7:01 p.m.

Pledge of Allegiance

- 2017-1 Move to approve Linda O'Brien as the nomination for Chairman for the year 2017 was moved by Charlie Butters and seconded by Dave Genske.
Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.
- 2017-2 Move to appoint Dave Genske as the Vice Chairman for the year 2017 was moved by Charlie Butters and seconded by Linda O'Brien.
Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.
- 2017-3 Move to appoint Charlie Butters as the Fiscal Officer for the year 2017 was moved by Linda O'Brien and seconded by Dave Genske.
Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.
- 2017-4 Move to approve and sing the minutes from 12/14/16 as presented was moved by Charlie Butters and seconded by Linda O'Brien.
Vote: Charlie Butters Y, Dave Genske Abstain, Linda O'Brien Y. Motion passes.
- 2017-5 Move to approve and maintain the General Liability Insurance and premiums for the Public Officials Liability Insurance as recommended by Sutton Insurance Co for 2017 at a cost of \$1,025.00 was moved by Charlie Butters and seconded by Dave Genske.
Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.
- 2017-6 Move to authorize the Fiscal Officer to request an advance of the 2017 apportionments of Real Estate Taxes and the Estate Taxes, in the maximum amounts available for the taxes collected as determined by the Geauga County Auditor was moved by Charlie Butters and seconded by Dave Genske.
Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.
- 2017-7 Move to approve the 2017 Purchase Orders as follows was moved by Charlie Butters and seconded by Linda O'Brien.

2017-1	Secretarial/Accounting Services	\$4,000.	P10
2017-2	Office Supplies	\$250.	P10
2017-3	Legal Ads	\$1,000.	P10
2017-4	Fees, Geauga County Auditor	\$4,000.	P10
2017-5	Public Official Bonds	\$1,100.	P10
2017-6	Liability Ins.	\$1,500.	P10

2017-7	Professional Legal Services	\$20,000.	P10
2017-8	Hardware, Supplies & Equip	\$1,000.	P30
2017-9	Property/trail improve, maint, mow	\$17,500.	P30
2017-10	Prof. Services: Engineering, etc.	\$3,000.	P30
2017-11	Snowplow Service	\$3,500.	P30

Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.

2017-8 Move to approve the 2017 Meeting Dates as discussed at the 12/14/16 meeting. All meetings will be held at The West Woods Visitors Center at 7:00 p.m. was moved by Charlie Butters and seconded by Dave Genske. The dates are as follows:

January 9 th	July 10 th
February 13 th	August 14 th
March 13 th	September 11 th
April 10 th	October 9 th
May 8 th	November 13 th
June 12 th	December 11 th

Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.

The meeting schedule has been sent to the News Herald, Chesterland News and The Maple Leaf and will be put on the website. If there are changes, the newspapers will be contacted.

Linda O'Brien gave an update on the Modroo Property. She has asked the Geauga Park District to give a ballpark cost for a pavilion to have an idea going forward. Linda O'Brien turned over a transaction history detail of the purchase to Charlie Butters and he will file it with the records in the cabinets in the basement along with the deed.

2017-9 Move to authorize the spending of \$160. For the purchase of a bag dispenser, post, cover and the first 600 bags for the Russell Uplands Preserve pet waste disposal project was moved by Charlie Butters and seconded by Linda O'Brien.

Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.

Charlie Butters gave an update on things happening for the year end close. The 2016 Financial Reports are in process along with the 1099's. The year end reporting will be distributed to the commissioners upon completion of the close for their review.

2017-10 Move to open a Then and Now Purchase Order 2016-18 after the fact, dated 12/15/16 to the Oho Real Title Agency for the purchase of the Modroo Property in the amount of \$1,196,221.74 was moved by Charlie Butters and seconded by Dave Genske.

Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.

Charlie Butters mentioned that there will be a refund coming back to the Park District from this purchase.

2017-11 Move to approve and sign check # 137 – #140 dated 1/09/17 was moved by Charlie Butters and seconded by Dave Genske.

Vote: Charlie Butters Y, Dave Genske Y, Linda O'Brien Y. Motion passes.

The meeting was closed at 7:15 p.m.

Commissioner Charlie Butters

Commissioner Linda J. O'Brien

2/13/17 Next Regular Meeting

Warrant Listing

1/9/17	Custom Cut Landscape LLC	\$140.00	137
1/9/17	Joan Heppert	\$332.50	138
1/9/17	Thrasher, Dinsmore & Dolan	\$9,133.57	139
1/9/17	The Sutton Insurance Agency	\$1025.00	140