



MINUTES
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Regular Meeting - AUGUST 19, 2021
9992 Kinsman Road, Newbury Twp., Geauga County, OH

Chairman Roy Podojil requested all to stand for the Pledge of Allegiance to the Flag.

CALL TO ORDER

The meeting was called to order by Chairman Podojil at 6:18 PM. Present were Commissioners Mr. Roy Podojil, Mr. Perry Howland, and Ms. Stephanie Snevel and Secretary, Ms. Maria Livers.

MINUTES OF THE JULY 15, 2021 BUDGET HEARING & REGULAR MEETINGS

Mr. Podojil made a motion to accept the July 15th Budget Hearing and Regular Meeting minutes as submitted. Ms. Snevel seconded and the motion passed unanimously.

UPPER CHAGRIN PRESERVE —

Lease

The Russell Township Trustees approved and signed the Lease between themselves and this Board regarding the Upper Chagrin Park at their meeting on Friday, August 13, 2021. Included in that process was the February 2021 Memorandum of Understanding (MOU), which they also approved with updates to a 2-year term from 2021-2023 beginning in August of 2021. This predates the MOU submitted to the Russell Trustees by this Board in May of 2021, but as the Lease mentions the MOU signed by the RTCPD on February 18, 2021, the Trustees included the February version in their approvals.

Mr. Howland made a motion to accept the MOU as signed by the Russell Township Trustees on August 13, 2021 regarding the Upper Chagrin Preserve Park with updates to a 2-year agreement beginning in August 2021. Ms. Snevel seconded and the motion passed unanimously.

Mr. Howland made a motion to accept the Lease regarding the Upper Chagrin Preserve Park as signed by the Russell Township Trustees on August 13, 2021. Ms. Snevel seconded and the motion passed unanimously.

Insurance

Sutton Insurance provided a quote for general liability insurance for the Upper Chagrin Preserve Park for the annual premium of \$1480.00 for limits of \$1 million per occurrence/\$2 million aggregate.

Ms. Snevel made a motion to accept the insurance coverage as quoted by Sutton Insurance and to authorize Mr. Podojil to sign all documents pertaining to the insurance coverage on behalf of the RTCPD. Mr. Howland seconded and the motion passed unanimously.



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BUDGET & ACCOUNTING UPDATES

Mr. Howland shared that he attended the Budget Hearing with the Geauga County Budget Commission on behalf of this Board on August 16th. He was happy to share with the Budget Commission that the Russell Township Trustees had approved the Lease regarding the Upper Chagrin Preserve Park (UCP) at their meeting on August 13th, 2021. The Budget Commission was glad to know this Board would be stewarding the UCP and utilizing its funds for UCP improvements. The RTCPD Board's budget was passed by a 3-0 vote of the Budget Commission. The RTCPD received a Certificate of Estimated Resources dated August 16, 2021.

Ms. Snevel made a motion to accept the Certificate of Estimated Resources as approved by the Budget Commission of Geauga County, Ohio dated August 16, 2021 for the fiscal year beginning January 1, 2022. Mr. Howland seconded and the motion passed unanimously.

The Geauga County Local Government Fund distribution has ended for park boards in Geauga County, including this Board, but Geauga County Library Fund distributions will continue on a monthly basis. Mr. Howland reported that the bank balance is \$18,280.50 as of today.

- POs & Warrants:

- PO 2021-8, Warrant #1042 – Russell Township Board of Trustees, \$1.00 – Upper Chagrin Preserve Park Lease
- PO 2021-9, Warrant #1043 – Sutton Insurance, \$1480.00 – Insurance Coverage for Upper Chagrin Preserve Park

Ms. Snevel made a motion to accept PO 2021-8 and Warrant #1042 and Warrants as listed. Mr. Howland seconded and the motion passed unanimously.

Ms. Snevel made a motion to accept PO 2021-9 and Warrant #1043 as listed. Mr. Podojil seconded and the motion passed unanimously.

OTHER – Mr. Podojil shared a quote by Mr. Michael Blades for restoration of one railroad bridge in the Upper Chagrin Preserve Park. Mr. Blades' quote included \$2500 for materials, \$2500 for labor and \$450 for clearing the trail to the bridge.

Mr. Howland will inquire as to updates to appropriations for allocation of this money to the correct funds to get improvements started.

Ms. Livers will connect with Ms. Darci Sanders, AP Science teacher at Gilmour Academy, regarding the field work she would like to start with students this fall.



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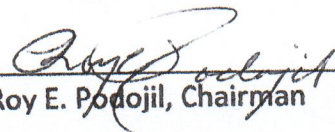
PUBLIC COMMENTS – No public comments at this time.

Mr. Howland made a motion to adjourn the regular meeting. Ms. Snevel seconded and the motion passed unanimously.

The meeting was adjourned at 7:05 PM.

NEXT MEETING: Thursday, September 16, 2021 6:00 PM
Location: 9992 Kinsman Road, Newbury Township, Geauga Co., Ohio

Minutes Approved:



Roy E. Podojil, Chairman

Respectfully submitted by
Maria Livers, Sec'y.