



MINUTES  
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)  
Regular Meeting - NOVEMBER 30, 2020  
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 12:06 PM. Present were Commissioners Mr. Roy Podojil, Mr. Perry Howland, and Secretary, Ms. Maria Livers. Ms. Stephanie Snelvel was absent.

**FINANCIAL UPDATE** - \$11,541.83 currently in bank

**CONTRACT FOR ACCOUNTING SERVICES** – In September we received a letter from Charles Harris & Associates offering to help with Hinkle system submission, following our Audit. Mr. Howland followed up to request a quote and outline of services for RTCPD. They will address financial statements, guide this board with our Hinkle system end-of-year report.

*Mr. Howland motion to accept. Mr. Podojil seconded and the motion passed unanimously.*

**PROPOSAL TO RUSSELL TRUSTEES re: Upper Chagrin Preserve**

Proposal to Russell Trustees. On Nov. 18<sup>th</sup>, Trustees invited RTCPD to attend their meeting regarding possible use through lease or management agreement of the Upper Chagrin Preserve. As a result of this discussion, we contacted local educators and the Russell Historical Society to get their input on possible partnerships with them on educational and stewardship projects.

Following, we created a report and included materials from Mr. Sustin and Ms. Sanders, Science Educators and AP High School Science teachers at West Geauga HS and Gilmour Academy, respectively. We have also included a report about these meetings with local experts that will be submitted to the Trustees upon approval at this meeting, and will attend the Russell Trustees Meeting on Wednesday, December 2<sup>nd</sup> at 2:30 PM to discuss this opportunity further.

This property was obtained many years ago through the Nature Conservancy, and Mr. Podojil discussed the possibility of surveys and community education about this green space. An additional possibility would be to purchase a neighboring property for direct access and to create a “classroom” area, and use for parking and equipment storage. This would create an opportunity to utilize government funding we are currently receiving to benefit the community, students and residents and contribute to the health and future of this greenspace through good stewardship.

*Mr. Howland made a motion to accept the Upper Chagrin Preserve proposal for submission to the Trustees. Mr. Podojil seconded and the motion passed unanimously.*

**OTHER** – Maria mentioned that she sent the report to Ms. Snelvel via email this morning, and Ms. Snelvel is aware and informally approved of its submission to the Russell Trustees.

**PUBLIC COMMENT** – Ms. Chernin expressed her excitement at this opportunity.



MINUTES  
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)  
Regular Meeting - NOVEMBER 30, 2020  
9992 Kinsman Road, Newbury Twp., Geauga County, OH

---


Mr. Podojil expressed his confidence in Mr. Sustin and Ms. Sanders and is happy for this opportunity as well.

**ADJOURNMENT** – *Mr. Podojil made a motion to adjourn the meeting. Mr. Howland seconded and the motion passed unanimously.*

The meeting adjourned at 12:38 PM.

Minutes Approved:

Respectfully submitted by  
Maria Livers, Sec'y.

  
Roy E. Podojil, Chairman