



MINUTES
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Regular Meeting – August 17, 2022
Russell Township Historic Town Hall, Russell Township, Geauga County, OH

CALL TO ORDER

The meeting was called to order by Chairman Mr. Roy Podojil at 4:02 PM. Present were Commissioners Mr. Roy Podojil and Mr. Perry Howland, and Secretary, Ms. Maria Livers. Commissioner Ms. LuAnn Judis was absent due to illness.

MINUTES OF THE JULY 12 2022 BUDGET HEARING AND REGULAR MEETINGS

Mr. Howland made a motion to accept the minutes of the June 16, 2022 Regular and Budget Hearing meetings as submitted. Mr. Podojil seconded and the motion passed.

BUDGET & ACCOUNTING UPDATES

- *Current Bank Balance/Library Funds distribution:*

- RTCPD received \$327.78 for the August distribution of Public Library Funds from Geauga County. The current RTCPD bank balance is \$16,212.67 as of August 15, 2022.

- 2023 Budget Hearing – Mr. Howland attended the County Budget Commission Hearing on behalf of the RTCPD. \$4719.78 estimated receipts from 2023 Library Fund Distribution, \$2000 taken into consideration as a donation from Russell Township Trustees, since money is not currently in hand. Budget Commission would like RTCPD to continue spending on public projects.

- *POs & Warrants:*

- PO 2022-01/Warrant 1062 – Maria Livers \$150.00 - Sec'y. Stipend, August 2022
- PO 2022-06/Warrant 1066 – Sutton Insurance Commissioner Bonds \$230.00
- PO 2022-07/Warrant 1063 – Sutton Insurance - \$1380.00 - UCP Liability
- PO 2022-08/Warrant 1064 – Russell Township Board of Trustees - \$1.00 - Annual Lease Payment, Upper Chagrin Preserve Park
- PO 2022-09/Warrant 1065 – Geauga Co. Library Foundation \$100.00 - Donation

Mr. Howland made a motion to accept the POs and Warrants as submitted, with one correction due to a typographical error. Mr. Podojil seconded and the motion passed unanimously.

- AUDIT/UAN – The RTCPD received a phone call to Ms. Livers from the Ohio Auditor's Office that it passed the 2020-2021 Audit. Invoice will be sent soon. The auditor would like



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the RTCPD to adopt the UAN Accounting system. Ms. Livers will prepare the application and Mr. Howland will plan to take the state auditor's training.

- Mr. Howland made a motion that Mr. Podojil sign the Upper Chagrin Preserve insurance documents on behalf of the RTCPD. Mr. Podojil seconded and the motion passed.

UPPER CHAGRIN PRESERVE UPDATES

Mr. Howland contacted GDP Group for a design recommendation for a bridge at a second location on the trail in the Upper Chagrin Preserve Park (UCP). He will work with them over the next couple of months as they are available to visit the site. The bridge needs to accommodate Russell Fire Dept. ATV rescue vehicle for potential need in the park. Once the RTCPD has a design, the proposal will go before the Russell Township Trustees before moving forward.

UCP Participation – Ms. Judis shared with Ms. Livers that she was reaching out to additional schools for participation of their science classes in the UCP. Gilmour Academy is still planning involvement with 2022-2023 school year. Ms. Livers also received an email from a volunteer with the Foundation for Geauga Parks volunteer group. The group would like to schedule a hike in the UCP in spring of 2023. Ms. Livers will follow up.

OTHER – Nothing at this time.

PUBLIC COMMENTS – No public comment at this time.

ADJOURNMENT – *Mr. Podojil made a motion to adjourn the meeting at 5:02 PM. Mr. Howland seconded and the motion passed unanimously.*

Minutes Approved:

Respectfully submitted by
Maria Livers, Sec'y.

Roy E. Podojil, Chairman