

AGENDA
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Board Meeting – NOVEMBER 22, 2019
Geauga West Public Library

- I PLEDGE OF ALLEGIANCE
- II CALL TO ORDER
- III MINUTES OF THE OCTOBER 4th and NOVEMBER 8th MEETINGS
- IV BUDGET & ACCOUNTING UPDATES
- V LEVY – Guest, Mr. Joe Leslie, Western Reserve Land Conservancy
- VI OTHER
- VII ADJOURNMENT

NEXT MEETING: December ^{2nd} 8, 2019, Time: 6:30pm Location: Geauga West Public Library

Minutes of: 511 Citizens' Park Board
of Russell Township
Held: Geauga West Public Library

Meeting: Special

Date: October 4, 2019

CALL TO ORDER - The meeting was called to order by Mr. Roy Podojil at 10:30am. Present were Mr. Podojil, Mr. Howland, Ms. Snevel and Maria Livers, Clerk.

2019 APPROPRIATIONS - A brief review of this Board's 2019 Appropriations followed, as the Geauga County Auditor's office asked that this board submit the *Russell Township Citizens' Park District Permanent Appropriation Resolution* to replace the *Russell Township Citizens' Park District Temporary Appropriation Resolution* having been drafted on Sept 30, 2019.

Mr. Podojil made a motion to accept the *Russell Township Citizens' Park District Permanent Appropriation Resolution*, Mr. Howland seconded the motion and the motion passed unanimously. Votes were indicated by signatures on the Resolution document.

OTHER - Mr. Howland will submit the Resolution to the Geauga County Auditor for review.

ADJOURN - Mr. Howland made a motion to adjourn. Ms. Snevel seconded and the motion passed unanimously. The meeting was adjourned at 10:48am.

NEXT MEETING: October 22, 2019 6:30 PM Geauga West Library.

ACCEPTED



Roy E. Podojil, Chairman

RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT
Russell Township, OH

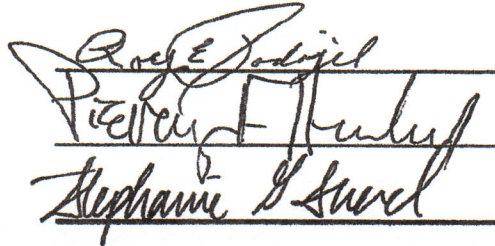
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT
PERMANENT APPROPRIATION RESOLUTION

The Board of Commissioners of the Russell Township Citizens' Park District (511), met in special session on the 4th day of October, 2019 at the Geauga West Library with the following members present:

Roy Podojil

Perry Howland

Stephanie Snevel



Mr./Ms. Podojil moved the adoption of the following Resolution:

Be It Resolved by the Board of Commissioners of the Russell Township Citizens' Park District (511) of Russell Township, Geauga County, Ohio, that to provide for the current expenses and the other expenditures of said Park Commission, during the fiscal year ending December 31, 2019, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

PERMANENT APPROPRIATIONS 2019

Russell Township Citizens' Park District (511)

Recapitulation of Funds

General Fund

| | |
|---------------------------------|-------------------|
| P10 Administration | \$ 2500.00 |
| P30 Capital Improvement | \$ 0.00 |
| Total General Fund | \$ 2500.00 |

Special Revenue Fund

| | |
|---|----------------|
| P40 Conservation Land Purchase | \$ 0.00 |
| Total Special Revenue Fund | \$ 0.00 |

TOTAL ALL FUNDS \$ 2500.00

Mr./Ms. Howland seconded the Resolution, and the roll being called upon its adoption, the vote resulted as follows:

| | | VOTE: Yes / No |
|---------------------|----------------------------|----------------|
| Roy E. Podojil | <u>Roy E. Podojil</u> | <u>yes</u> |
| Perry F. Howland | <u>Perry F. Howland</u> | <u>YES</u> |
| Stephanie G. Snevel | <u>Stephanie G. Snevel</u> | <u>YES</u> |

Adopted October 4, 2019.

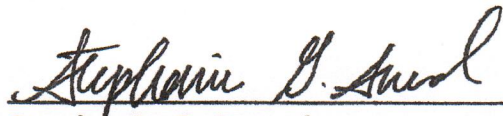
Stephanie G. Snevel

Fiscal Officer, Russell Township Citizens' Park District (511)

The State of Ohio, Geauga County, Russell Township:

I, STEPHANIE G. SNEVEL, Fiscal Officer of the Russell Township Citizens' Park District (511), in Geauga County, Ohio, and in whose custody the Files, Journals, and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Annual Appropriation Resolution is taken and copies from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

Witness my signature, this 4th day of October, 2019.



Stephanie G. Snevel

Fiscal Officer, Russell Township Citizens' Park District (511)

**Certificate of County Auditor That the Total Appropriations from Each Fund
Do Not Exceed the Official Estimate of Resources**

Rev. Code, Sec. 5705.39

County Auditor's Office, Geauga County, Ohio
Chardon, Ohio, October 4, 2019

To Stephanie Snevel, Fiscal Officer
Russell Twp. Citizen's Park District (511)

I, Charles E. Walder, County Auditor of Geauga County, Ohio, do hereby certify that the total appropriations from each fund taken together with all other outstanding appropriations, do ¹ not exceed the ²8/5/2019 Amended official estimate of resources for the fiscal year beginning January 1st, 2019, as determined by the Budget Commission of said County.


County Auditor, Geauga County, Ohio

| 2019 Permanent Appropriations | |
|---------------------------------|--------------------|
| General Fund | \$ 2,500.00 |
| Special Revenue Funds | 0.00 |
| Debt Service Funds | 0.00 |
| Capital Projects Funds | 0.00 |
| Special Assessments Funds | 0.00 |
| Fiduciary Funds | 0.00 |
| Grand Total - All Funds: | \$ 2,500.00 |

1 If such is not the case strike out the word "not"
2 Or insert "last amended"

*Amended Minutes of: 511 Citizen's Park Board
of Russell Township*

Meeting: Regular

Held: Geauga West Public Library

Date: November 8, 2019

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

The meeting was called to order by Chairman Podojil at 12:10 PM. Present were Board Commissioners Mr. Roy Podojil, Mr. Perry Howland Ms. Stephanie Snevel and Maria Livers, Clerk.

MINUTES: Minutes for the October 22nd, 2019 meeting were read.

Mr. Podojil made a motion to accept the minutes as presented, Mr. Howland seconded and the motion passed unanimously.

LEVY: Next opportunity to put a RTCPD levy on the ballot is March 17, 2020 Primary Election. This board is considering 3 properties, whose combined fair market value is estimated (unofficially by Joe Leslie of the Western Reserve Land Conservancy) at an amount over what would be generated by 1 mill. Mr. Leslie stated to Mr. Podojil that he is willing to research grants to complete transactions and cover the difference between monies raised by a 1 mill levy and cost of these properties, if we were to get the 1 mill levy.

Mr. Podojil made a motion that we put a levy on the March 17 ballot for 1 mill. Mr. Howland seconded and the motion passed unanimously.

Discussion ensued regarding *Resolution of Need* for putting the levy on the ballot. Will be addressed at Nov. 22nd meeting.

BUDGET/ACCOUNTING: Blanket PO #06-19 was presented for 2019 administrative services/monthly stipend of \$75/month for Maria Livers. PO covers June – Dec. Blanket and Warrant covers June – Nov. payment.

Ms. Snevel made a motion to accept Blanket PO⁰⁶⁻¹⁹ #and Warrant #1010. Mr. Howland seconded. Motion passed unanimously.

Note: During signing, amount of check (warrant) was incorrectly filled in. Warrant #1010 was voided and payment will be made next meeting.

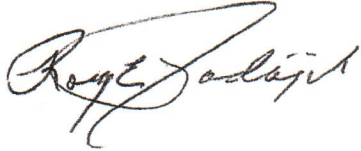
UAN: classes for December participation in the UAN system are full, according to UAN representative/scheduler Maria spoke with this morning. Attendance is based on amount of equipment available and we will only have a spot in December if someone cancels at this point. Recommendation from UAN is to sign contract and send in ASAP. Next classes are being scheduled for April.

Ms. Snevel and the Board reviewed the contract and discussion ensued. Ms. Snevel has agreed to the training and to housing the equipment at her home as there is not a place at the Township Trustees office that would be appropriate.

Motion to adopt UAN and sign the contract was made by Mr. Podojil, Mr. Howland seconded and the motion passed unanimously. Ms. Snevel re-read contract and signed. Ms. Livers made a file copy and planned to mail original to UAN immediately after the meeting.

ADJOURNMENT: Mr. Howland moved to adjourn the meeting. Ms. Snevel seconded and the motion passed unanimously. Meeting was adjourned at 1:06 PM.

NEXT MEETING: November 22, 2019 ~~AM~~ at 11:00 AM at Geauga West Public Library

A handwritten signature in cursive script, appearing to read "Roger Podojil". The signature is written in black ink and is positioned below the "NEXT MEETING" line.

511 CITIZENS PARK BOARD SIGN-IN

November 22, 2019 – Regular Meeting

| | |
|----|---|
| 1 | JOE LESLIE WESTERN ROSELUS LAND CONSERVANCY |
| 2 | Shelley Chernin |
| 3 | Ed Meyers |
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