



MINUTES
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Regular Meeting – September 20, 2023
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, Mr. Perry Howland, and Ms. LuAnn Judis, and Secretary, Ms. Maria Livers.

MINUTES OF THE AUGUST 16, 2023 REGULAR MEETING

Mr. Howland made a motion to accept the minutes of the August 16, 2023 Regular Meeting as submitted. Ms. Judis seconded and the motion passed unanimously.

BUDGET & ACCOUNTING UPDATES

- On August 22nd Mr. H attended the Budget Hearings in Chardon. RTCPD's Budget was approved. \$3054.54 estimated to be received in 2024 from the Geauga County Public Library Distribution.

- Current Bank Balance/Library Funds distribution:

- RTCPD received a distribution of Public Library Funds from Geauga County in the amount of \$425.13 for September.
- The bank account balance as of 14 September 2023 was \$22,188.08.

- UAN Update:

- Use of UAN is going well, with good help from UAN support as needed.
- The UAN September Bank Reconciliation report was reviewed and signed.

- POs/Warrants

- UAN PO 10-2023/Warrant #1110 Treasurer of State of Ohio – \$171.00
– Quarterly UAN Equipment Rental/Support (\$50 surcharge, \$7 user fee monthly)
- UAN PO 3-2023/Warrant #1111 Maria Livers – \$150.00

Mr. Howland made a motion to accept the POs and Warrants as listed. Ms. Judis seconded and the motion passed unanimously.

UPPER CHAGRIN PRESERVE (UCP) UPDATES

Ms. Judis confirmed that the UCP Chagrin River Summer survey will take place 9/26 at 9:00 AM – although this is late for summer, it is when volunteers were available and deemed close enough to summer to count for that season. Volunteers Carl Bainer and David Putnam will be doing the survey for the RTCPD. These gentlemen will conduct the survey with Rebecca Donaldson of the ODNR. They plan to finish up by noon.



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Additionally:

- Ms. Judis is waiting on Laurel School and Gilmour Academy for their Fall survey fieldtrip date.
- Mr. Podojil suggested sending out an Emergency Contact sheet to all who plan to visit the UCP. Any incidents should be reported to Ms. Livers after calling 911. All people who walk in the UCP should fill out waivers.
- Pete McDonald will make his annual WRLC stewardship visit this fall and will call Ms. Judis to walk the park with him.

OTHER – Nothing at this time.

PUBLIC COMMENTS – No public comments at this time.

ADJOURNMENT – *Mr. Podojil made a motion to adjourn the meeting at 4:34 PM. Mr. Howland seconded and the motion passed unanimously.*

Minutes Approved:

Respectfully submitted by
Maria Livers, Sec'y.

Roy E. Podojil, Chairman

NEXT MEETING: Wednesday, November 15, 2023 at 4:00 PM
Location: Russell Town Hall, Russell Township, Geauga Co., Ohio