



MINUTES
RUSSELL TOWNSHIP CITIZENS' PARK DISTRICT (511)
Regular Meeting – June 12, 2024
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 4:00 PM. Present were Commissioners Mr. Roy Podojil, Mr. Perry Howland, and Ms. LuAnn Judis, and Secretary, Ms. Maria Livers.

MINUTES OF THE MAY 21, 2024 REGULAR MEETING

Mr. Howland made a motion to accept the minutes of the May 21, 2024 Regular Meeting as submitted. Mr. Podojil seconded and the motion passed unanimously.

BUDGET & ACCOUNTING UPDATES

- Mr. Howland met with Ms. Karen Walder, Russell Twp. Fiscal Officer, to review the RTCPD proposed budget and format for submission to the county. Russell Twp. will give the RTCPD approximately \$3500 toward operating expenses for 2025. Mr. Howland also asked a member of the Geauga Co. auditor's office for their review of the budget and its format. Feedback received indicated that the RTCPD budget was correct in format and no concerns were expected. The RTCPD budget hearing will precede its July regular meeting.

- Current Bank Balance/Library Funds distribution:

- RTCPD expects a distribution of Public Library Funds from Geauga County in the amount of \$297.71 is for May 2024
- The bank account balance as of 17 May 2024 is \$21,346.16

- POs/Warrants

- UAN PO 13-2024/Warrant #1131 Maria Livers – \$150.00, Secretary stipend
- UAN PO 14-2024/Warrant #1132 Treasurer, State of Ohio – \$171.00 (UAN)

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

- Mr. Howland walked UCP with Kevin Saracino (Chagrin River Watershed Partners) and Pete McDonald (Western Reserve Land Conservancy) on May 30th. A review of conditions and a mitigation proposal were sent in an email letter submitted by Mr. Saracino to the Russell Township Trustees regarding erosion at 2 sites of proposed bridges over tributaries of the Chagrin River in the UCP. Bridge #1 site is worse than Bridge #3 site.
- Ms. Judis reiterated the need for approval for an easement from First Energy to haul bridge materials to the UCP bridge sites if a bridge were to be built. Mr. Howland will follow up.



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EXECUTIVE SESSION - *per Section 121.22 (G)(2)*

Ms. Judis made a motion to adjourn to Executive Session at 4:20 PM. Mr. Howland seconded and the motion passed unanimously.

The Board returned to the regular meeting at 4:34 PM.

OTHER

Ms. Livers read the proposed RTCPD Fraud Policy.

Mr. Howland made a motion to accept the RTCPD Fraud Policy. Ms. Judis seconded and the motion passed unanimously.

PUBLIC COMMENTS – No public comments at this time.

ADJOURNMENT – *Mr. Podojil made a motion to adjourn the meeting at 4:56 PM. Ms. Judis seconded and the motion passed unanimously.*

Minutes Approved:

Respectfully submitted by
Maria Livers, Sec'y.

Roy E. Podojil, Chairman

BUDGET HEARING & NEXT REGULAR MEETING: Wednesday, July 17, 2024 at 4:00 PM. Location: Russell Town Hall, Russell Township, Geauga Co., Ohio