

RUSSELL FIRE-RESCUE STATION

February 1, 2017

Chairman Madden called the meeting to order at 1:00 pm. Trustee Gabram and Mueller were present. Fiscal Officer Charles Walder and Trustee Assistant Melissa Palmer were also present.

The following Department Heads were present: Police Chief Tim Carroll, Fire Chief John Frazier, Road Superintendent Gene Layne, Zoning Inspector Shane Wrench, and Zoning Secretary Jennell Dahlhausen.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on January 18, 2017, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier submitted his 2016 annual report.

Chief Frazier reported that Jason Grassi passed his paramedic classes.

POLICE DEPARTMENT: Chief Carroll submitted his 2016 annual report.

ZONING DEPARTMENT: Zoning Inspector Shane Wrench submitted his 2016 annual report.

Mr. Wrench advised the Trustees that they need to schedule a public hearing for the Zoning Commissions proposed amendment 2016-8.

PUBLIC HEARING: AMENDMENT ZC-2016-8: *Mr. Mueller made the motion to conduct a public hearing on a proposed amendment, identified as 2016-8, to the Russell Township Zoning Resolution as attached hereto on February 15, 2017, at 5:30 pm, in the Russell Township Fire-Rescue Station. Mr. Gabram seconded the motion and it passed unanimously.*

ROAD DEPARTMENT: Mr. Layne submitted his 2016 annual report.

Mr. Layne went over the recycling performance. The average for 2016 was 19.6 tons and \$615.19. December was the second highest collection to date. The total for 2016 was 235.7 tons and \$7,382.22.

ANNUAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the 2016 annual departmental reports from the Fire, Police, Road, and Zoning departments. Mr. Gabram seconded the motion and it passed unanimously.*

OHIO ASSOCIATION OF PUBLIC TREASURERS: Mr. Walder asked the Trustees to approve the Ohio Association of Public Treasurers membership dues for 2017.

Mr. Gabram made the motion to approve payment of the \$50.00 membership renewal dues for 2017 Ohio Association of Public Treasurers. Mr. Mueller seconded the motion and it passed unanimously.

FISCAL OFFICER'S REPORT: Mr. Walder submitted his 2016 4th quarter report.

Mr. Gabram made the motion to acknowledge receipt of the 4th quarter 2016 report from the Russell Township Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED

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FUNDRAISING INFORMATION FOR VETERAN'S MEMORIAL: Glen Quigley advised the Trustees on different sources for donations and grants to help with the funding for the Veteran's Memorial Park.

The Trustees extended appreciation to Mr. Quigley for sharing his knowledge.

COUNTY LINE ROAD: Mr. Walder advised the Trustees that there is a MOU between Russell Township, the Geauga County Engineers office, and Hunting Valley for the survey that needs to be done on County Line Road before the project can go forward, the Geauga County Engineer agrees that a survey of the road would be beneficial.

Mr. Mueller made the motion to approve they survey MOU of County Line Road as submitted by the Geauga County Prosecutors office with Hunting Valley, Russell Township, and the Geauga County Engineer. Mr. Gabram seconded the motion and it passed unanimously.

REQUEST FOR USE OF TOWNSHIP PROPERTIES: *Mr. Gabram made the motion to grant permission for the West Geauga Baseball Federation to use Bob Hall Field from April 10, 2017 through July 22, 2017, subject to Township Rules and Regulations. Mr. Mueller seconded the motion and it passed unanimously.*

CRWP 2017 MEMBERSHIP DUES: *Mr. Gabram made the motion to approve the payment of \$3,411.11 to the Chagrin River Watershed Partners, Inc. for 2017 membership dues. Mr. Mueller seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the compensation of public employees pursuant to ORC 121.22 (G)(1). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 2:01 pm.

Mr. Mueller made the motion to return to regular session. Mr. Gabram seconded the motion and it passed unanimously.

The meeting moved into regular session at 2:15 pm

SALARY SCHEDULE: *Mr. Gabram made the motion to approve and adopt salary schedule 24, content approved and effective February 1, 2017. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: CHIEF: *Mr. Mueller made the motion to revise the Fire Chief job description from Officer's Pay Compensation to a part-time salaried exempt position including per call pay based on 2016 wages rolled into the salary, per salary schedule 24, effective February 1, 2017. Mr. Gabram seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: ASSISTANT CHIEF: *Mr. Gabram made the motion to revise the Assistant Chief job description from Officer's Pay Compensation to a part-time salaried non-exempt position, per salary schedule 24, effective February 1, 2017. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: CAPTAIN: *Mr. Mueller made the motion to revise the*

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Captain Officer's Pay to per hour worked Officer's Pay, per salary schedule 24, effective February 1, 2017. Mr. Gabram seconded the motion and it passed unanimously.

FIRE DEPARTMENT: LIEUTENANT: *Mr. Gabram made the motion to revise the Lieutenant officer's pay to per hour worked Officer's pay, per salary schedule 24, effective February 1, 2017. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: OFFICER-IN-CHARGE: *Mr. Mueller made the motion to add officer-in-charge pay, \$1.00 per hour worked added to normal pay rate, to salary schedule 24, effective February 1, 2017. Mr. Gabram seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Mr. Gabram made the motion to adjourn. Mr. Mueller seconded and it passed unanimously.

The meeting was adjourned at 2:17 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka