

RUSSELL FIRE-RESCUE STATION

March 7, 2018

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

The following Department Heads were present: Police Chief Tim Carroll, Road Superintendent Gene Layne, and Zoning Inspector Shane Wrench.

Trustee Mueller and Fire Chief John Frazier was absent with apologies.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on February 21, 2018, as presented. Mr. Madden seconded the motion and it passed.*

**POLICE VEHICLE PURCHASE:** Chief Carroll asked the Trustees to approve the purchase of a new Police Interceptor and the trade in of a Police Interceptor, this purchase is following the car purchase schedule.

*Mr. Gabram made the motion to approve the purchase of a 2018 Ford Police Interceptor for an amount of \$27,700.00 from Elyria Ford of Elyria Ohio, less a trade-in of \$7,500.00 for the 2014 Ford Taurus Police Interceptor #8121, plus a cost of \$33.50 for title and 30 day tags, for a cost of \$20,233.50, as recommended by the Police Chief. Mr. Madden seconded the motion and it passed.*

**ZONING CLASS:** Zoning Inspector Shane Wrench advised the Trustees that there has been 3 permits issued in the last month and 2 variance requests have been submitted. The Zoning Inspector asked the Trustees to approve him attending a training class on March 21, 2018.

*Mr. Gabram made the motion to approve reasonable and necessary expenses for Zoning Inspector Shane Wrench to attend an EPA educational opportunity in Twinsburg Ohio on March 21, 2018. Mr. Madden seconded the motion and it passed.*

**ZONING FEE SCHEDULE:** Mr. Wrench advised the Trustees that the Zoning Fee Schedule has not been updated since 2013, and the updated Schedule puts Russell Township closer in comparison to surrounding communities.

*Mr. Gabram made the motion to accept the revised Zoning Fee Schedule based on the recommendation of the Zoning Inspector, effective March 7, 2018. Mr. Madden seconded the motion and it passed.*

**ROAD DEPARTMENT:** Road Superintendent Gene Layne advised the Trustees that there will soon need to be a major culvert repair on Pekin Road, which will be a large expense. The County Engineer is currently looking into the culvert.

**ASSIGNMENT AGREEMENT FORMS:** *Mr. Gabram made the motion to sign and execute the health and medical information Assignment Agreement between township employees (Assignors) and the Russell Township Board of Trustees (Assignees). Mr. Madden seconded the motion and it passed.*

**MEMORIAL OBSERVANCE:** *Mr. Gabram made the motion to approve \$500.00 for the necessary and reasonable expenses for the Memorial Day Observance to be held at the Briar Hill Church on Sunday, May 20, 2018. Mr. Madden seconded the motion and it passed.*

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**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

**ADMINISTRATION BUILDING:** *Mr. Gabram made the motion to authorize the expenditure of \$25,000.00 for project work in the A & A Construction proposal for flooring repair and installation of vinyl flooring in the township-occupied first floor areas of the Administration Building. Mr. Madden seconded the motion and it passed.*

**MOTION:** *Mr. Gabram made the motion to authorize Jennifer Dorka to act as proxy for Trustee Madden, Trustee Gabram, and Trustee Mueller at the Sunshine & Public Records Training on March 21, 2018 in Columbus Ohio. Mr. Madden seconded the motion and it passed.*

**GTSWMD POLICY COMMITTEE BALLOT:** *Mr. Gabram made the motion to approve the candidacy of Kristina O'Brien, Bainbridge Twp Trustee, as the Geauga County Township representative to the GTSWMD Policy Committee for the next two years. Mr. Madden seconded the motion and it passed.*

**PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.**

*Mr. Gabram made the motion to adjourn. Mr. Madden seconded and it passed.*

The meeting was adjourned at 1:34 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka