

RUSSELL FIRE-RESCUE STATION

APRIL 5, 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, and Zoning Inspector Shane Wrench.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on March 15, 2017, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Gabram made the motion to acknowledge receipt of the 1st quarter 2017 reports from the Fire, Police, Road, and Zoning Departments. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier reported that he is finalizing the specs for a tanker and will have them at the next meeting, along with a contract.

POLICE DEPARTMENT: Chief Carroll reported that the new shot guns, and car have been ordered.

Chief Carroll would like to announce that Saturday April 8th the Police Department will be hosting Coffee with a Cop and he encourages residents to stop into the Police Department between 9 and 11 am.

ZONING DEPARTMENT: Mr. Wrench reported that things in the zoning Department have been picking up, there are many calls in the office and there have been permits for new homes, and additions.

Mr. Wrench advised the Trustees that he will be attending a workshop next Tuesday with an employee from the Road Department, and will not be in the office.

Mr. Wrench asked the Trustees if they decided on one of the proposed dates that were in his quarterly report to have the joint meeting between the Trustees, Zoning Commission, and the Board of Zoning Appeals. Mr. Madden advised Mr. Wrench that the board has responded to the Zoning Secretary that May 11 would be a good date.

ROAD DEPARTMENT: Mr. Layne passed out the bids for Road Materials to the Trustees and they were opened and recorded at 1:10 pm.

Mr. Layne advised the Trustees that he received an application for a safety sign grant from ODOT. He is waiting to hear back from the Geauga County Engineer before he submits it.

Mr. Layne reported that the County Engineer is looking into where the right of way is on Hillbrook before he can determine what action needs to be taken.

Mr. Layne asked the Trustees to approve the renovation of the day room and tool room flooring in the Road Department.

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ROAD DEPARTMENT DAY ROOM & TOOL ROOM: *Mr. Gabram made the motion to authorize Fiscal Officer Charles Walder to sign the contract with Ohio Concrete Resurfacing Inc., for the installation of Nature Stone for the Road Department day room and tool room, for a cost not to exceed \$10,432.00. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mr. Walder asked the Trustees to approve reasonable and necessary expenses for him to attend a conference held by the OAPT on June 12 - 16, 2017.

OHIO ASSOCIATION OF PUBLIC TREASURES: *Mr. Mueller made the motion to authorize reasonable and necessary expenses for Charles Walder to attend the OAPT Annual Public Finance Officer Training Program from June 12, 2017 to June 16, 2017. Mr. Gabram seconded the motion and it passed unanimously.*

WORKERS COMP MANAGEMENT: *Mr. Mueller made the motion to join the 2018 Workers' Compensation Group Rating Program sponsored by the Ohio Association of Public Treasurers, administered by CompManagement effective September 1, 2017 and for the policy year beginning January 1, 2018, for an annual fee of \$1,565.00. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Walder advised the Trustees that Russell Township received a grant for \$350,000.00 for the resurfacing of County Line Road. This grant is only for the Russell Township portion of the project.

H & M LANDSCAPING: *Mr. Gabram made the motion authorizing Fiscal Officer Charles Walder to sign and execute the H & M Landscaping contract for 2017 with rates indicated on the spreadsheet dated April 3, 2017 and frozen for three years, and at the Townships option to renew each year. Mr. Mueller seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED

RESOURCE RENTAL RESOLUTION: *Mr. Mueller made the motion to approve Resolution 2017-3, A resolution to participate in the Geauga County Engineer Resource Rental Program and empowering Gene Layne, Justin Madden, and Charles Walder to request rental resources on behalf of the Township. Mr. Gabram seconded the motion and it passed unanimously.*

PERSONNEL POLICY: *Mr. Gabram made the motion to approve the addition and amendment to the Personnel Policy Manual, section 9.03, for Grounds for Disciplinary Action and Penalties, pursuant to the ORC regarding Concealed Carry, as recommended by Clemans-Nelson & Associates. Mr. Mueller seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWN HALL: *Mr. Mueller made the motion to grant permission for the Deer Lake Homeowner's Association to use the Town Hall on May 23, 2017, subject to township rules, regulations, and continued availability. Mr. Gabram seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

TOWNSHIP TRUSTEES

REGULAR

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

The meeting was adjourned at 1:45 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer
Recorded by: J. Dorka