

RUSSELL FIRE-RESCUE STATION

May 15, 2019

Chairman Madden called the meeting to order at 5:30 pm. Trustee Gabram and Mueller were present. Fiscal Officer Karen Walder was absent. Trustee Assistant Melissa Palmer was present.

The following Department Heads were present: Road Superintendent Gene Layne, and Fire Chief John Frazier.

CLERK PRO TEM: In the Fiscal Officer's absence, Board of Trustees Chairman Justin Madden appointed Melissa Palmer to serve as clerk pro tem.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 1, 2019, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to accept the minutes of the Special Meeting held on May 8, 2019, as presented. Mr. Mueller seconded the motion and it passed unanimously.

PUBLIC HEARING, RETIRE/REHIRE: *Mr. Mueller made the motion to open the public hearing on the topic of Retire & Rehire for Road Superintendent Gene Layne. Mr. Gabram seconded the motion and it passed unanimously.*

The meeting moved into Public Hearing at 5:31 pm.

Mr. Gabram made the motion to close the public hearing on the topic of Retire & Rehire for Road Superintendent Gene Layne. Mr. Mueller seconded the motion and it passed unanimously.

The Public Hearing closed at 5:31 pm.

JOB DESCRIPTION: FIRE-EMS RECRUIT (VOLUNTEER CADET): *Mr. Mueller made the motion to adopt the job description for the position of Fire-EMS Recruit, as prepared by Clemans-Nelson and revised as presented, effective May 15, 2019. Mr. Gabram seconded the motion and it passed unanimously.*

FIRE-EMS RECRUIT APPOINTMENT: Chief Frazier recommends establishment of a Fire-EMS Recruit job description so the Russell Township Firefighter candidates may secure appropriate training. Having the Fire-EMS Recruit job description, identifies them as part of the department, and insures the recruits have worker's comp while training in the department.

Mr. Mueller made the motion to appoint Kyle T. Hann to the position of Fire-EMS Recruit, effective May 15, 2019. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Gabram made the motion to appoint Matthew R. Suzelis to the position of Fire-EMS Recruit, effective May 15, 2019. Mr. Mueller seconded the motion and it passed unanimously.

Mr. Mueller made the motion to appoint Patrick M. Carroll to the position of Fire-EMS Recruit, effective May 15, 2019. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Gabram made the motion to appoint Jacob C. Ebright to the position of Fire-EMS Recruit, effective May 15, 2019. Mr. Mueller seconded the motion and it passed unanimously.

FIRE DEPT HIRE: *Mr. Mueller made the motion to hire Mr. Drake W. Force as a part-time firefighter/EMT at the beginning rate of \$15.96 per hour, per Salary Schedule 30, effective June 1, 2019, pending the completion of all paperwork with the Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

BANK RECONCILIATION & FINANCIAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for April, 2019, as submitted by Fiscal Officer Karen Walder. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

RUSSELL FIRE-RESCUE STATION

May 15, 2019

COUNTY LINE ROAD UPDATE: HV STATUS: Road Superintendent Gene Layne reported that he had left several messages with Hunting Valley for an update, but no one had returned his calls.

RECYCLING GUEST SPEAKER: JOE MERLO, GTSWMD: Joe Merlo from GTSWMD was present and came here to introduce himself and that he is representing our area and to get an understanding of some of the issues we are having. Mr. Mueller asked when the new specs will be written up for the next GTSWMD waste hauling contract and when it will be going out for bid. Mr. Mueller wants to make sure the Trustees get to review it and make sure that things are included that we want. Mr. Merlo stated that Tom Hartzell is in charge of writing up the contract and getting bids. The bid will be going out in October and they will do their best to get glass worked into the contract. Mr. Mueller has asked for the future if they can send the Township updates as they change on what is currently be collecting so we are able to post it on the Township's website.

PARK 511 CANDIDATES: Chairman Madden reported Ron Skrbín's term has expired and he has indicated he would like to step off the board. Posts have been published for the openings and have had a few applications. A person of interest is Stephanie Snevel and Chairman Madden asked Mrs. Palmer to go ahead and set up an interview with her in the next week.

GCTA MEMBERSHIP: *Mr. Gabram made the motion to authorize the expenditure of \$320.00 for 2019/2020 membership in the Geauga County Township Association for four full members and six associate members. Mr. Mueller seconded the motion and it passed unanimously.*

BZA RESIGNATION: *Mr. Mueller made the motion to accept the letter of resignation submitted by Nick Grassi, a volunteer member of the Russell Township Board of Zoning Appeals, effective immediately. Mr. Gabram seconded the motion and it passed unanimously.*

RECORDS RETENTION: *Mr. Gabram moved to accept the Russell Township Records Retention Schedule as approved by the Ohio State Archives on April 11, 2019. Mr. Mueller seconded the motion and it passed unanimously.*

208 PLAN REQUEST: Chairman Madden stated he has nothing concrete from the prosecutor's office yet. Chairman Madden isn't sure who has the legal authority to say if they are able to tie into the 208 plan or not. Chairman Madden has given Mrs. Gray the option to either wait till he hears back from the prosecutor to see if it is a Trustee approval or to go ahead with a motion to approve or deny the tie in. Mrs. Gray would like to table this action and wait till Chairman Madden hears back from the prosecutor.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 6:06 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar