

RUSSELL ADMINISTRATION BLDG.

June 4, 2014

Chairman Madden called the meeting to order at 9:00 a.m. Trustees Jim Mueller and Gary Gabram were present. Also present was Fiscal Officer Charles Walder and Road Superintendent Gene Layne.

This was a special workshop meeting called for the purpose of reviewing the proposed 2015 budgets for all departments. This meeting was properly sunshined and reading of minutes and other formalities were dispensed with until the next regular meeting.

ROAD DEPARTMENT: Road Superintendent Gene Layne reported that this winter damaged the roads more than usual.

Mr. Walder reported that the new duties and responsibilities Mr. Layne took on from the Maintenance Department went very smoothly.

Mr. Walder reported that since the continuing levy passed, the general fund has been helped. However, it is necessary for the Road Department to also pass a Renewal Levy which will be on the November ballot in order to continue with paving projects. The Renewal Levy will not increase current taxes. Without the levy, only emergency patching can be done.

Mr. Madden reported that he had discussed the Police Department's shooting range with the Police Chief and that the Police Chief found it necessary to leave it at the Road Department for use; therefore, additional salt storage is not available at this time at the Road Department.

Mr. Layne reported that his foreman plans on retiring next Spring. However, with the addition of Vince from the Maintenance Department to the Road Department, he will not be shorted employees.

The Trustees discussed the Road Department coordinating the Curbside Collection. *Mr. Mueller made the motion to implement the curbside collection for 2014. Mr. Gabram seconded the motion and it passed unanimously.*

The Trustees reported that they are considering a cost of living adjustment to all Russell Township employees.

ZONING DEPARTMENT: After a short break, the meeting was reconvened with Zoning Inspector Ric Machnics and Assistant Inspector Diana Steffen. Mr. Machnics reported that a company wanted to place a cell tower on Russell Lane that would be unsightly and immensely unpopular with the residents. The Trustees must make a formal written objection when the letter is received about the request for the cell tower.

Mr. Machnics reported that the Spisak and Chapin properties are no longer zoning violations.

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The Trustees inquired about the transition/reorganization of the Zoning Department. Mrs. Steffen will tentatively take over for Mr. Machnics as well as keep her current position full-time. The Trustees suggested having part-time help from the Administrative staff who would serve as back-up for Mrs. Steffen and assistance if needed. Mr. Mueller and Mr. Walder are to meet with Mrs. Steffen to discuss future compensation and duties.

GENERAL FUND: Mr. Walder reported that the budget for 2015 is completed. He stated that last year was an anomaly as there were multiple retirement payouts out of the general fund and the Police Cruiser was purchased out of the general fund.

Mr. Walder suggested having Town Hall Meetings again to inform residents of the state of the Township.

Mr. Walder reported that the general fund will be holding on to .05 mills that would normally be allocated to the Park Commission. This number will increase .05 mills each year for 2 additional years.

Mr. Walder proposed a 5 year plan for the Cemetery, Town Hall and Administration buildings. The plans call for repairs, maintenance, and upgrades that are much needed.

The Trustees discussed the cost of living adjustment to all Russell Township employees, excluding the Trustees and Fiscal Officer. *Mr. Mueller made a motion to grant all employees of Russell Township a 1.5% cost of living adjustment as matching the consumer price index rate. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to adjourn. Mr. Gabram seconded the motion and it passed unanimously. The meeting was adjourned at 11:56 p.m.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite