

Town Hall

June 17, 2020

Chairman Mueller called the meeting to order at 7:00 pm. Trustee Gabram and Trustee Port were present. Fiscal Officer Karen Walder absent and Trustee Assistant Melissa Palmer was present.

The following Department Head was present: Fire Chief John Frazier.

CLERK PRO TEM: In the absence of the Fiscal Officer, Board of Trustees Chair Jim Mueller appoints Melissa Palmer to serve as clerk pro tem.

DEBT DISPUTE: Mrs. Palmer stated that the Township received an invoice from a debt collection agency for \$37.20 from the Pennsylvania Turnpike. Mrs. Palmer stated that our APA drafted a letter to send to Professional Account Management to get more information on the vehicle and license plate to make sure this invoice isn't a scam.

Mr. Gabram made the motion to dispute the validity of the debt claimed by Professional Account Management LLC on behalf of the Pennsylvania Turnpike. Ms. Port seconded the motion and it passed unanimously.

ROAD DEPT BID AWARD – VARIOUS ROADS: Mrs. Palmer stated that she and Road Superintendent Gene Layne had discussed the road project. Mr. Layne stated to her he had no reason to go against the recommendation of the County Engineer.

Mr. Gabram made the motion that the project entitled Improvement of Various Roads in Russell Township be awarded to Empire Paving LLC, The bid amount of \$469,055.00, as recommended by the Geauga County Engineer. Ms. Port seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED

OLD FIRE STATION: RECYCLING CENTER: Mr. Mueller stated that there have been some major issues with people leaving bags of garbage and mattresses at the recycling center. The Trustees discussed some different options. They discussed putting up an electric gate and closing the recycling center every night. Mr. Gabram stated he talked with Police Chief Tim Carroll and said he could have his patrolmen open and close the gates. Mr. Mueller stated that per ORC 3767.32 the Township would be able to turn an individual in for littering and press charges. Mr. Mueller stated he would like to get a license plate reader camera installed as well as some other cameras. The Trustees agreed to look into the different options and Mr. Gabram stated he was going to start looking for estimates for fencing and an electric gate. Mr. Mueller stated he was going to look into a camera system and the license plate reader camera.

OLD FIRE STATION: TOWER: Mr. Gabram stated that the Old Fire Station tower is rusted and nothing is attached to it anymore. Mr. Gabram stated that the tower should come down but the Trustees need to start thinking about what they want to do with the Old Fire Station.

FIRE STATION HVAC REPAIR REQUISITION: Chief Frazier stated he found a new company that will take care of the repairs and maintenance. Mr. Gabram stated that the Fiscal Officer's concern was that the HVAC was 17 years old and how much money is the Township going to keep putting into it versus getting a new one installed. The Trustees agreed to go ahead with getting the HVAC repaired.

RESOLUTION 2020-15: HB481: Mrs. Palmer stated that this is a new house bill that is developing to help with expenses relating to COVID-19.

Mr. Gabram made the motion, as recommended by Fiscal Officer Karen Walder, to approve Resolution 2020-15, affirming as required by HB 481, that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs consistent with the requirements of section 5001 of the CARES Act. Ms. Port seconded the motion and it passed unanimously.

AUTHORIZED SIGNATORY: *Mr. Gabram made the motion to designate Karen Walder, Fiscal Officer, as an authorized signatory for the OBM registration and other documents required by the State of Ohio or Geauga County relative to the HB481/CARES Act. Ms. Port seconded the motion and it passed unanimously.*

FLAG DONATION: Ms. Port stated that she was approached about having some flags donated to the Township to put up on the Township's telephone poles. The flags would also come with the brackets. Mr. Gabram said it is very labor intensive and that the Road Department does not want to do that. Trustees agree it would be a nice to have some flags put up but it would be up to Ms. Port to figure out how and who would be installing them.

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ZONING: FENCE: Mr. Mueller stated that there needs to be rules and regulations put in place regarding fences and would the Board of Zoning Commission to look into this matter. Mrs. Palmer stated it was suggested to be put on the Zoning Commission's agenda for their next meeting.

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

The meeting moved into executive session at 7:52 pm.

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

The meeting moved into regular session at 7:56 pm.

ZONING INSPECTOR COVERAGE: TEMPORARY APPOINTMENT: *Mr. Gabram made the motion to appoint per ORC 519.16, David Dietrich, as Assistant Zoning Inspector, for permit work only, at the rate of \$25.00 per hour, effective August 1, 2020, for approximately 8 hours per week, for a term of 6 weeks, pending the completion of vendor paperwork with the Fiscal Office. Ms. Port seconded the motion and it passed unanimously.*

ZC RESIGNATION: *Mr. Gabram made the motion to accept the resignation of Mary Lentz from the Russell Township Board of Zoning Appeals, effective June 17, 2020. The vote as follows: Ms. Port abstained; Mr. Gabram yes and Mr. Mueller yes; and the motion passed.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 8:00 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar