

RUSSELL FIRE-RESCUE STATION

November 8, 2019

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

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

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on October 16, 2019 as presented. Mr. Gabram seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Gabram made the motion to accept the third quarter 2019 departmental reports from the Zoning, Road, Police, and Fire Departments. Mr. Mueller seconded the motion and it passed unanimously.*

APPOINTMENT TO THE ZONING COMMISSION: Mr. Mueller stated that he had a conversation with Mr. Barry Rogers and feels he will do a good job on the Zoning Commission.

Mr. Mueller made the motion to appoint Mr. Barry Rogers to the remainder of the 5-year term on the Zoning Commission expiring December 31, 2020. Mr. Gabram seconded the motion and it passed unanimously.

ZONING DEPT: Zoning Inspector Shane Wrench reported he has had the opportunity to attend a couple of workshops. One of the workshops had to do with outfalls from storm water. Mr. Wrench indicated that by the end of 2020 we will have to have 200 outfall locations monitored around the township.

VACATION BUYBACK: *Mr. Gabram made the motion to accept the Memorandum of Understanding, signed on October 10, 2019 by local OPBA representative Todd Owen, to approve payment for the equivalent of 80 hours of vacation for employee Michael McIvor. Mr. Mueller seconded the motion and it passed unanimously.*

POLICE DEPT: Police Chief Tim Carroll reported that on October 28, 2019 they disposed of 82.2 pounds of prescription drugs that were collected from April 30 – October 28. Chief Carroll reported that the Police Station roof repairs were completed and that they disposed of the obsolete computers that were approved back in September.

ROAD DEPT: Road Superintendent Gene Layne gave a quick update on the County Line Road reconstruction project. Mr. Layne stated that at their last progress meeting on Tuesday, they came to the consensus that the project can not be completed this year. The engineers' feel that better results will be attained by performing the road pulverization and stabilization in the spring time, followed by the paving. Utility work will continue, and the contractor and engineers continue to work on the retaining wall issue, which is on Hunting Valley's side of the road. A letter will be going out to residents with a progress update.

RESOLUTION 2019-16: POLICY vs BOND: Mrs. Walder reported that she was notified by OTARMA that there is a new option for townships to have coverage through OTARMA in place of the surety bonds. This option is available only for Fiscal Officers and Trustees whose election was effective after March 20, 2019. Mrs. Walder reported that this change reduces the personal liability of elected officials, and the cost to the Township is less than the surety bonds.

Mr. Mueller moved to approve Resolution 2019-16: authorizing the use of an employee dishonesty and faithful performance of duty policy instead of individual surety bonds, and authorizing the purchase of the policy through OTARMA. Mr. Gabram seconded the motion and it passed unanimously.

ACCEPT DONATION: The Ohio Auditor of State sends a new UAN printer about every 3 years and has donated the previous UAN printer to the Township.

Mr. Gabram made the motion, based on Fiscal Officer Karen Walder's recommendation, to accept the donation of the previous UAN system's printer, a Dell B2360dn Laser Printer, from the Ohio Auditor of State. Mr. Mueller seconded the motion and it passed unanimously.

TRAX PAYMENT APPROVAL: *Mr. Mueller made the motion to approve the Pay Application No. 2 for the County Line Road Project RC-0093-AC-2019 in the amount of \$89,511.16 from Hunting Valley funds, and \$45,534.90 from Russell Township funds, totaling a 2nd payment total of \$135,046.06 to Trax Construction, Inc. Mr. Gabram seconded the motion and it passed unanimously.*

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TRAX PAYMENT APPROVAL: *Mr. Gabram made the motion to approve the Pay Application No. 3 for the County Line Road Project RC-0093-AC-2019 in the amount of \$94,165.29 from Hunting Valley funds, and \$71,041.03 from Russell Township funds, totaling a 3rd payment total of \$165,206.32 to Trax Construction, Inc. Mr. Mueller seconded the motion and it passed unanimously.*

Mrs. Walder reported that she did receive payment application No. 4 from the County Engineer which will be on the next trustee meeting agenda. That payment will start pulling from the OPWC grant funds. Mrs. Walder also reported that there will be two change orders on which the Trustees will be asked to take action. The first change order is just for timing because the original contract stipulated the project would be completed in 2019 and the change order would be to extend the contract into 2020. This change order has no change in the dollar amount. The second change order has to do with materials used versus what was specified.

Mrs. Walder reported a notice was received that the Township may have to handle an indigent burial for an unclaimed body. Mrs. Walder and Mrs. Palmer have reached out to our prosecutor to find out what the process is and what is required.

Mrs. Walder reported the Township's current dental plan is up at the end of this year. Our agent is seeking quotes and thus far, our current provider's proposal indicates a 6% increase.

COMMENTS FROM THE PUBLIC WERE RECEIVED

OLD FIRE STATION: Mr. Gabram stated they have found temporary storage for what was currently being stored there and would like to go ahead with the demolition. The earlier proposal is out of date and will have to be requoted and then reviewed by our prosecutor. Mr. Gabram said that included in the demolition proposal is an inspection for presence of asbestos. Mr. Mueller voiced opposition because he feels that the building is still stable and options should be looked at before demolition.

Mr. Gabram made the motion to authorize the demolition of the Old Fire Station at 14921 Chillicothe Road due to reports of structural instability & the high costs of repair. Roll call as followed: Mr. Mueller no; Mr. Gabram yes; Mr. Madden yes and it passed.

CITIZENS PARK DISTRICT COMPUTER SPACE: Mrs. Palmer reported she received a request from members of the Park 511 whether we had space for their UAN computer. Mrs. Palmer considered the Town Hall but it does not have internet and may not have room there because of the Historical Society. If they used space in the Administration building, they would have access to the Township's internet and a firewall would need to be installed. Mr. Gabram and Chairman Madden suggested that the matter be tabled until they are trained on the system and figure out what their needs will be for using the UAN computer.

HOLIDAY REQUEST: *Mr. Gabram made the motion to authorize the expenditure of \$3,000.00 for the purpose of an annual township review and appreciation event for Township employees, affiliates, and volunteers. Mr. Mueller seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 1:31 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar