

RUSSELL FIRE-RESCUE STATION

NOVEMBER 19, 2014

Chairman Madden called the meeting to order at 5:30 P.M. Trustees Jim Mueller and Gary Gabram were present. Also present was Fiscal Officer Chuck Walder and Fire Chief John Frazier.

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on October 30, 2014, as amended. Mr. Gabram seconded the motion. The vote was as follows: Mr. Mueller yes, Mr. Gabram yes, Mr. Madden abstain.*

*Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on November 5, 2014, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT:** *Mr. Gabram made the motion to hire Mr. Michael Santilli as a part-time paramedic at the beginning rate of \$17.4167 per hour, per Salary Schedule 19, effective December 1, 2014, pending the completion of all paperwork with the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

**POLICE DEPARTMENT:** *Mr. Walder reported that OPERS contributions are not made on vacation buybacks, ultimately saving the Township money; therefore, it is in the Township's best financial interest to grant permission for vacation buybacks. Mr. Gabram made the motion to approve payment for the equivalent of 120 hours of vacation for Ben Kimball of the Police Department. Mr. Mueller seconded the motion and it passed unanimously.*

**TEMPORARY APPROPRIATIONS 2015:** *Mr. Walder reported that the County Budget Commission would like carryover requirements to be un-appropriated to permit more transparency of funds. The Fiscal Officer will be working toward that goal in the coming years. Mr. Mueller moved to adopt the Temporary Township Annual Appropriation Resolution and accompanying line item worksheets for the fiscal year ending December 31, 2015, as recommended by the Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

**FISCAL OFFICER'S REPORT:** *Mr. Walder reported that he would like to pursue a modification to the Russell Township Policy and Procedures Manual regarding comp time. He suggested revising the current policy to allow carryover of accrued compensatory time at 50 hours for the Road and Administration Departments and 80 hours for the Police and Fire Departments. He will contact Clemans-Nelson to draft the new policies.*

*Mr. Mueller made the motion to permit manual ACH payments from Russell Township's Middlefield Bank checking account to the Ohio Bureau of Workers' Compensation for premium payments. Mr. Gabram seconded the motion and it passed unanimously.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED AND ACCEPTED.**

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**OPEC-HC BENEFICIARY FORMS:** The beneficiary forms and vision forms have been turned in and completed for OPEC-HC.

**LEASES:** *Mr. Mueller made the motion that the leases with Craun and Associates and the Noramar Co. for the office space at 8501 Kinsman Road be renewed at the current rate through December 31, 2015. Mr. Gabram seconded the motion and it passed unanimously.*

**REAPPOINTMENT TO THE ZONING COMMISSION:** *Mr. Gabram made the motion to reappoint Richard E. Snyder to a full 5-year term on the Zoning Commission commencing January 1, 2015. Mr. Mueller seconded the motion and it passed unanimously.*

**REAPPOINTMENT TO THE BOARD OF ZONING APPEALS:** *Mr. Mueller made the motion to reappoint William Downing to a full 5-year term on the Board of Zoning Appeals commencing January 1, 2015. Mr. Gabram seconded the motion and it passed unanimously.*

**COSE MEMBERSHIP:** After discussion, it was decided that membership in the COSE program will not be renewed as health insurance benefits are no longer acquired through COSE and other benefits are minimal.

**REQUEST FOR USE OF TOWN HALL:** *Mr. Gabram made the motion to grant permission for the Russell Garden Club to use the Town Hall on December 1, 2014 from 9 am to 2 pm, subject to Township rules and regulations. Mr. Mueller seconded the motion and it passed unanimously.*

*Mr. Mueller made the motion to grant permission for the Russell Historical Society to use the Town Hall on December 3-7, 2014, from 9 am to 3 pm, subject to Township rules and regulations. Mr. Gabram seconded the motion and it passed unanimously.*

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 1 p.m. on Wednesday, December 3rd, in the Russell Township Fire-Rescue Department.

The Fiscal Office will be closed on December 11th due to an out of town conference.

Home remodeling assistance is available through the Heritage Home Program. Owner occupied homes that are 50 years old or older in Russell Township are eligible. Call 216-426-3116 or email [HHP@heritagehomeprogram.org](mailto:HHP@heritagehomeprogram.org).

**Road Department Sponsor-A-Family:** The Road Department Holiday Collection for needy families in Geauga County begins November 24th and runs through December 19th. Donations may be left any time inside the front door at the Road Garage, 16525 Chillicothe Rd. Accepting gently used household items, clothes, toys, and non-perishable food. Call Gene Layne with questions, 440-338-5309.

Holiday Lighting: December 7th

TOWNSHIP TRUSTEES

REGULAR

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**PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.**

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

The meeting was adjourned at 6:04 p.m.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite