

RUSSELL FIRE-RESCUE STATION

January 10, 2018

Fiscal Officer Charles Walder called the meeting to order at 1:00 pm. Trustees Justin Madden, Gary Gabram, Jim Mueller were present.

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

Police Chief Tim Carroll was excused from the meeting.

ORGANIZATION: *Mr. Gabram nominated Justin Madden for Chairman of the Russell Township Board of Trustees for the year 2018. Mr. Mueller seconded the nomination and it passed unanimously.*

Mr. Mueller nominated Gary Gabram for Vice-Chairman of the Russell Township Board of Trustees for the year 2018. Mr. Madden seconded the nomination and it passed unanimously.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special meeting held on December 18, 2017, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special meeting held on December 20, 2017, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Zoning Inspector Shane Wrench advised the Trustees that the zoning 4th quarter report was submitted. Mr. Wrench advised the Trustees that there has been seven permits issues, and that Mr. Joyce is going forward with the original plans, approved by the Geauga County Common Pleas Court, for the home he is building.

FIRE DEPARTMENT: Chief Frazier reported that the 4th quarter Fire Department report has been submitted.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Mrs. Christina Livers of \$50.00 to the Fire Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$50.00 donation for the Fire Department at the discretion of the Fire Chief. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from R. W. Donahey of \$250.00 to the Fire Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$250.00 donation for the Fire Department at the discretion of the Fire Chief. Mr. Mueller seconded the motion and it passed unanimously.

HAZMAT COG PROXY: *Mr. Mueller made the motion to authorize Chief John Frazier to carry a letter of proxy to the HAZMAT COG meetings in the event that a Trustee is not in attendance. Mr. Gabram seconded the motion and it passed unanimously.*

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ROAD DEPARTMENT: Road Superintendent Gene Layne reported that so far this winter there has been a few breakdowns with the plow trucks, and the department is going through a lot of plow blades, salt, and fuel. Mr. Layne advised the Trustees that he submitted the 4th quarter Road Department report.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Mrs. Christina Livers of \$50.00 to the Road Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$50.00 donation to the Road Department at the discretion of the Road Superintendent. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from the Enders Family of a \$20.00 to the Road Department. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$20.00 donation to the Road Department at the discretion of the Road Superintendent. Mr. Mueller seconded the motion and it passed unanimously.

POLICE DEPARTMENT: Chief Carroll was excused from the meeting. The 4th quarter Police Department report was submitted to the Trustees.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Claire & Tony Paskevich of \$250.00 to the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$250.00 donation to the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from R. W. Donahey of \$250.00 to the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$250.00 donation to the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Anna Morgan of \$30.00 to the Police Department. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the \$30.00 donation to the Police Department at the discretion of the Police Chief. Mr. Gabram seconded the motion and it passed unanimously.

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ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Roselyn J. Krizan & Karen S. Singer of \$25.00 to the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$25.00 donation to the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT GRANT: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the grant from Phil Uhlin through the Cleveland Foundation of \$1,500.00 to the General Fund. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$1,500.00 grant for general support for charitable purposes to the General Fund at the discretion of the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the donation from Mrs. Christina Livers of \$35.00 to the Administration and Zoning Departments. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$35.00 donation to the Administration and Zoning Departments at the discretion of the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

QUARTERLY REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the 4th quarter 2017 Departmental Reports from the Fire, Police, Road, and Zoning Departments. Mr. Gabram seconded the motion and it passed unanimously.*

RESOLUTION - TAX ADVANCE REQUEST: *Mr. Mueller made the motion to approve Resolution 2018-1, a Resolution for Advance of Taxes Collected. Mr. Gabram seconded the motion and it passed unanimously.*

RESOLUTION - UNIFORM POLICY REVISION: *Mr. Gabram made the motion to authorize uniform allowance changes, equalizing them amongst administration personnel, to the Russell Personnel Policy Manual effective calendar year 2018. Mr. Mueller seconded the motion and it passed unanimously.*

RESOLUTION - LONGEVITY POLICY REVISION: *Mr. Mueller made the motion to rescind the bifurcation of longevity for bargaining and non-bargaining unit employees, a revision to the Russell Personnel Policy Manual effective calendar year 2018. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

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NATUREWORKS GRANT: *Mr. Gabram made the motion to accept the \$11,669.00 Natureworks Local Grant Program funding for the Russell Township Veterans Memorial Garden. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to authorize Fiscal Officer Charles Walder to act as signatory and local agency for Russell Township to execute, sign, and fulfill the obligations for the Natureworks Grant. Mr. Mueller seconded the motion and it passed unanimously.

COUNTY LINE ROAD PROJECT DESIGN WORK MOU: *Mr. Gabram made the motion to approve the Memorandum of Understanding for Project Design Work, dated 1/10/18, between Russell Township and the Village of Hunting Valley regarding the joint reconstruction of County Line Road, approved as to form by the Geauga County Prosecutor's Office. Mr. Mueller seconded the motion and it passed unanimously.*

COUNTY LINE ROAD PROJECT BIDDING & CONSTRUCTION INSPECTION SERVICES MOU: *Mr. Mueller made the motion to approve the Memorandum of Understanding for Project Bidding & Construction Inspection Services, dated 1/10/18, between Russell Township and the Village of Hunting Valley regarding the joint reconstruction of County Line Road, approved as to form by the Geauga County Prosecutor's Office. Mr. Gabram seconded the motion and it passed unanimously.*

COUNTY LINE ROAD PROJECT CONSTRUCTION CONTRACT COSTS MOU: *Mr. Gabram made the motion to approve the Memorandum of Understanding for Project Construction Contract Costs, dated 1/10/18, between Russell Township and the Village of Hunting Valley regarding the joint reconstruction of County Line Road, approved as to form by the Geauga County Prosecutor's Office. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mr. Walder advised the Trustees that the Township went with healthcare Plan B which was the Medical Mutual plan. Mr. Walder advised the Trustees that there are many outstanding issues with OPEC who was our last insurance provider.

Mr. Walder advised the Trustees that the roof on the Old Fire Station can't be replaced with a peak roof as previously thought. There is damage to the brick and a peak roof could not be supported. If the Trustees want the peaked roof then there would need to be many repair made to the building. Mr. Walder recommended putting a new flat roof on the building.

NOPEC GRANT: *Mr. Mueller made the motion authorizing Fiscal Officer Charles Walder to execute, sign, and fulfill the obligations and requirements for a NOPEC Energized Community (NEC) grant of \$20,060.00. Mr. Gabram seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWN HALL: *Mr. Mueller made the motion to grant permission for Hemlock Hills HOA to use the Town Hall on each third Thursday in 2018 from 6 pm- 11 pm, subject to Township Rules and Regulations. Mr. Gabram seconded the motion and it passed unanimously.*

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REQUEST FOR USE OF TOWN HALL: *Mr. Gabram made the motion to grant permission for Russell Garden Club to use the Town Hall on November 26, 2018, subject to Township Rules and Regulations. Mr. Mueller seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWN HALL: *Mr. Mueller made the motion to grant permission for Russell Historical Society to use the Town Hall on each third Saturday in 2018 from 10 am - 2 pm, subject to Township Rules and Regulations. Mr. Gabram seconded the motion and it passed unanimously.*

GEAUGA COUNTY HEALTH DISTRICT ADVISORY COUNCIL: *Mr. Gabram made the motion to appoint Jim Mueller the Township representative to the Health District Advisory Council. Mr. Madden seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to appoint Gary Gabram the alternate Township representative to the Health District Advisory Council. Mr. Gabram seconded the motion and it passed unanimously.

CHAGRIN RIVER WATERSHED PARTNERS: *Mr. Mueller made the motion to appoint Gary Gabram as the Township representative to the Chagrin River Watershed Partners. Mr. Madden seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to appoint Justin Madden as the alternate Township representative to the Chagrin River Watershed Partners. Mr. Mueller seconded the motion and it passed unanimously.

STORM WATER MANAGEMENT PROGRAM: *Mr. Mueller made the motion to appoint Gary Gabram as Township representative to the Storm Water Management Program. Mr. Madden seconded the motion and it passed unanimously.*

HAZMAT COUNCIL OF GOVERNMENTS: *Mr. Gabram made the motion to appoint James Mueller as Trustee representative to the HAZMAT Council of Governments. Mr. Madden seconded the motion and it passed unanimously.*

CVIGC: *Mr. Gabram made the motion to appoint James Mueller as the Trustee representative to the Chagrin Valley Intergovernmental Council. Mr. Madden seconded the motion and it passed unanimously.*

OPBA: *Mr. Mueller made the motion to appoint Gary Gabram as the Trustee representative to the Ohio Patrolman's Benevolent Association township management committee. Mr. Madden seconded the motion and it passed unanimously.*

VERCOG: *Mr. Gabram made the motion to appoint James Mueller as the Trustee representative to the Valley Enforcement Regional Council of Governments. Mr. Madden seconded the motion and it passed unanimously.*

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EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the purchase of property for public purposes and/or the sale of property at competitive bidding pursuant to ORC 121.22 (G)(2) AND to confer with an attorney concerning a dispute that is the subject of pending court action pursuant to ORC 121.22 (G)(3) AND to prepare for or review negotiations or bargaining sessions with public employees concerning their compensation and other terms and conditions of their employment pursuant to ORC 121.22(G)(4). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 2:11 pm.

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

The meeting returned to regular session at 3:16 pm.

Mr. Gabram made the motion to authorize Fiscal Officer Chuck Walder to continue conversations and negotiations with John Iski of Circle K regarding the improvement of their property. Mr. Madden 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 and it passed unanimously.

The meeting was adjourned at 3:17 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka