

## RUSSELL FIRE-RESCUE STATION

February 20, 2019

Chairman Madden called the meeting to order at 5:30 pm. Trustee Gabram was present and Trustee Mueller was absent. Fiscal Officer Karen Walder was absent and Trustee Assistant Melissa Palmer was present.

The following Department Head was present: Zoning Inspector Shane Wrench.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on February 6, 2019, as presented. Mr. Madden seconded the motion and it passed.*

*Mr. Gabram made the motion to accept the minutes of the Special Meeting held on February 6, 2019, as presented. Mr. Madden seconded the motion and it passed.*

**ANNUAL REPORTS:** *Mr. Gabram made the motion to accept the 2018 annual departmental reports from the Fire, Police, Road, & Zoning departments. Mr. Madden seconded the motion and it passed.*

**STORAGE FACILITY:** Mr. Wrench reported that he contacted Larsen and they have proposed 20 hours of developmental work, sketches and will meet with the chiefs as the next step to decide the next stages of the storage building. It is a roughly a \$2,000.00 scope of work at this point.

*Mr. Gabram made the motion to authorize the expenditure of \$2,500.00 to Larsen Architects for the early stage planning for a consolidated storage building, per the proposal dated February 19, 2019. Mr. Madden seconded the motion and it passed.*

**ROAD DEPT: ROAD MATERIALS:** Mrs. Palmer reported that the bid will be for the same quantities as last year, Type 1 is a 1,000 tons and Type 2 is 300 tons.

*Mr. Gabram made the motion to approve the Road Superintendent's recommendation for road material bids for primary and secondary suppliers and authorize the Fiscal Officer to advertise for bids. Mr. Madden seconded the motion and it passed.*

**OHIO ASSOCIATION OF PUBLIC TREASURERS:** *Mr. Gabram made the motion to authorize reasonable and necessary expenses for three employees to attend the OAPT Annual Public Finance Officer Training Program from June 10 – 14, 2019. Mr. Madden seconded the motion and it passed.*

**FISCAL OFFICER'S REPORT:** *Mr. Gabram made the motion to acknowledge receipt of the 4<sup>th</sup> Quarter 2018 report from the Russell Township Fiscal Officer. Mr. Madden seconded the motion and it passed.*

**FISCAL OFFICE:** Mrs. Palmer reported on behalf of Fiscal Officer Karen Walder, that she closed 2018 with the assistance of Jennifer and Jessica. Legal notices were submitted, reports are available at the Fiscal Office and on the website.

**MAZANEC INVOICE:** *Mr. Gabram made the motion to authorize a one-time financial contribution toward the initial legal expenses incurred by the 511 Park District in the amount of \$3,400.00 to be paid directly to Mazanec, Raskin, & Ryder. Mr. Madden seconded the motion and it passed.*

**COMMENTS FROM THE PUBLIC**

**SCRAP TIRE GRANT:** Mrs. Palmer reported that she received the application and is in the process of completing it. Mrs. Palmer and Road Superintendent agreed on August 17, 2019 at the Road Garage. Russell Township is reimbursed by Geauga Trumbull Solid Waste.

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

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

The meeting was adjourned at 5:41 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar