

RUSSELL FIRE-RESCUE STATION

March 20, 2019

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

The following Department Heads were present: Fire Chief John Frazier.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on February 2, 2019, as presented. Mr. ~~Gabram~~ seconded the motion and it passed.*

M U E L L E R

Mr. Madden made the motion to accept the minutes of the Special Meeting held on February 28, 2019, as presented. Mr. Gabram seconded the motion and it passed.

Mr. Madden made the motion to accept the minutes of the Special Meeting held on March 8, 2019, as presented. Mr. Gabram seconded the motion and it passed.

Mr. Gabram made the motion to accept the minutes of the Special Meeting held on March 11, 2019, as presented. Mr. Madden seconded the motion and it passed.

LANDSCAPE ESTIMATES: The fiscal office prepared a comparison of three landscape proposals for 2019 lawn care: CJ Landscaping, Exscape Designs & Chapin Landscapes. CJ Landscaping had the most cost effective prices and payment terms. It was also noted that CJ Landscape did Russell Township's maintenance for 2018 and everyone said they did a fine job with no complaints.

Mr. Mueller made the motion to approve the CJ Landscape LLC landscape maintenance estimate for the 2019 season for the price of \$29,574.50. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Gabram made the motion authorizing Fiscal Officer Karen Walder to sign and execute the CJ Landscape LLC contract for 2019. Mr. Mueller seconded the motion and it passed unanimously.

NEORS D RAIN GAUGE: Mrs. Palmer reported that Road Superintendent Gene Layne is very much in favor with allowing NEORS D to install & maintain a seasonal rain gauge at the road garage location.

Mr. Mueller made the motion, at the request of Road Superintendent Gene Layne, to approve the agreement with the NEORS D to install a seasonal rain gauge at the Russell Township Road Department. Mr. Gabram seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, to accept the donation from Andrew & Rebecca Peko of \$60.00 and a \$50.00 gift card to the Fire Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Gabram made the motion to approve the use of the \$60.00 and \$50.00 gift card donations for the Fire Department at the discretion of the Fire Chief. Mr. Mueller seconded the motion and it passed unanimously.

FISCAL OFFICE: Mrs. Walder shared some take aways from the Local Government Conference attended by the fiscal office in Columbus. Major topics of interest included ways to reduce the load on the General Fund, discussion on permitted uses of the new permissive tax and case studies regarding fiscal emergency and outright fraud. In addition, the entire fiscal office staff attended Public Records and Open Meeting training.

Mrs. Walder reported that in follow up to the Township's submission of Permanent Appropriations for 2019, the fiscal office has received from the county the Certificate that the total appropriations do not exceed the official estimate of resources.

REDIRECT INSIDE MILLAGE: Mrs. Walder submitted a request to reallocate 1 Mill of inside millage from the Road and Bridge Fund to the General Fund starting in 2020, per the plan the Township put in place six years ago. Mr. Madden recalled that the township had reallocated inside millage in 2013, and that it was also discussed in the last budget workshop in June 2018. 1.0 mil is roughly \$250,000.00.

Mr. Gabram made the motion to approve Resolution 2019-4: A Resolution authorizing the redirection of 1.0 mills inside from the Road and Bridge Fund to the General Fund. Mr. Mueller seconded the motion and it passed unanimously.

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AMENDED CERTIFICATE: Mrs. Walder reported that she asked the county to make two adjustments to Russell Township's Certificate of Estimated Resources for 2019. The first involved the OPWC grant we are expecting for the County Line Rd project in the amount of \$350,000.00. The other was for the grant money we receive from NOPEC that was previously allocated to the General Fund, but it actually has its own Fund.

Mr. Gabram made the motion to accept the Amended Certificate of Estimated Resources for Russell Township for the fiscal year beginning January 1, 2019, as revised by the Budget Commission and dated Monday, March 18, 2019. Mr. Mueller seconded the motion and it passed unanimously.

SUPPLEMENTAL APPROPRIATIONS 2019: Mrs. Walder reviewed Supplemental Appropriation #1 which would appropriate funds in the OPWC project fund in the amount of \$350,000.00 and for the Veteran's Memorial project that was approved in 2018 in the amount of \$30,000.00.

Mr. Gabram made the motion to adopt the Supplemental Township Annual Appropriation Resolution 2019-5 to provide for the General Fund capital outlay and also the grant money to the OPWC project fund, for the fiscal year ending December 31, 2019, as recommended by the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

BANK RECONCILIATION & FINANCIAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for January, 2019, as submitted by Fiscal Officer Karen Walder. Mr. Gabram seconded the motion and it passed unanimously.*

Mrs. Walder reported that on Friday, March 22, 2019 there will be bid opening for road materials at 11:05 am.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

GTSWMD 15 YEAR PLAN: Mrs. Palmer reminded the Trustees of the deadline of May 1, 2019 to approve the 15-year plan and reported that GTSWMD is willing to send a representative to answer any questions regarding the 15 year plan. Mrs. Palmer tentatively has the representative scheduled for the April 3, 2019 Trustee meeting.

ROLL-OFF SCRAP EVENT: Mrs. Palmer recommended having another roll-off scrap event at the Road Department, similar to last time, but in hopes for better attendance, reducing it to just one weekend. Mrs. Palmer made the recommendation to hire Waste Management to service the scrap collection event and also suggested that the Township work again with the Department of Aging – and with the cooperation of the Road Department - to facilitate a senior scrap collection.

Mr. Mueller made the motion to authorize \$20,000.00 to hire Waste Management to perform a roll-off scrap collection at the Road Department and a senior scrap pick-up in 2019 with the participation of Dept on Aging and paid township personnel. Mr. Gabram seconded the motion and it passed unanimously.

WG COMMUNITY JOIN RECREATION DISTRICT: *Mr. Gabram made the motion to reappoint Mr. Rick Izant to the West Geauga Community Joint Recreation District Board for the three year term ending April 2022. Mr. Mueller seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWN HALL: *Mr. Mueller made motion to grant permission for the Deer Lake Homeowner's Association to use the Town Hall on May 22, 2019, subject to Township rules, regulations, and continued availability. Mr. Gabram seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the compensation of a public employee pursuant to ORC 121.22 (G)(1). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 6:04 pm.

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

The meeting moved into regular session at 6:23 pm.

TOWNSHIP TRUSTEES

REGULAR

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PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 6:23 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar