

RUSSELL FIRE-RESCUE STATION

April 17, 2019

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

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

**CLERK PRO TEM:** In the Fiscal Officer's absence, Board of Trustees Chairman Justin Madden appointed Melissa Palmer to serve as clerk pro tem.

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on March 20, 2019, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

*Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on April 3, 2019, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

**QUARTERLY REPORTS:** *Mr. Gabram made the motion to acknowledge receipt of the 1<sup>st</sup> Quarter 2019 reports from the Fire, Police, Road, & Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD DEPT: RETIRE/REHIRE:** Mrs. Palmer reported that Road Superintendent Gene Layne is interested in going ahead with retire/rehire. Mr. Layne's planned retire date is July 31, 2019, with a rehire date of August 1, 2019. Mrs. Palmer stated there are two public hearings scheduled to discuss the matter. The first one will be on May 15, 2019 and the second one will be on July 3, 2019.

**ROAD DEPT – SALT CONTRACT:** *Mr. Mueller moved to authorize Fiscal Officer Karen Walder to act as agent in the name of Russell Township to participate in the Ohio Department of Transportation's Annual Road Salt Contract. Mr. Gabram seconded the motion and it passed unanimously.*

**RESOLUTION 2019-8: ODOT ROAD SALT CONTRACT:** *Mr. Gabram made the motion to approve Resolution 2019-8, agreeing to enter into the Ohio Department of Transportation Annual Road Salt Bid Program, authorizing the Fiscal Officer to execute the participation agreements for the Program, and authorizing the Road Superintendent to order supplies and materials. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD SNOW PLOW TRUCK:** Chairman Madden reported that the Road Department submitted a proposal for a new snow plow truck. Mr. Madden reported that Fiscal Officer Karen Walder looked over all the financials and indicated to Road Superintendent Gene Layne that the submitted paperwork and finances are satisfactory.

*Mr. Mueller made the motion to approve the purchase of a new 2019 T370 Kenworth Plow Truck from Kenworth of Richfield Ohio for a cost of \$141,550.00 per the proposal dated April 11, 2019, and from Henderson Products Inc, a RSP\_OC 11 ft. Snow Plow Blade for a cost of \$11,549.00 per quote #124197. Mr. Gabram seconded the motion and it passed unanimously.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

**208 PLAN REQUEST:** Property owner located at 8512 Kinsman Road reported that the septic is in bad condition and needs replaced. The Geauga County Department of Water Resources sent a letter to the Board of Trustees recommending a tie into the 208 plan. Chairman Madden tabled the discussion till they further review the plans.

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**VETERANS MEMORIAL: BID AWARD:** *Mr. Gabram made the motion that the Russell Veterans Memorial Landscape Project be awarded to Radick's Landscaping Inc, from Chagrin Falls, Ohio, for the base bid for \$18,380 plus Alternate 2 of \$1,900.00, the final amount totaling \$20,280.00, per the bid executed April 8, 2019, as recommended by the Russell Township Fiscal Officer and pending receipt of all paperwork. Mr. Mueller seconded the motion and it passed unanimously.*

**VETERANS MEMORIAL: BENCH DONATIONS:** Mrs. Palmer reported that the funding from the Township wasn't sufficient enough to cover the whole plan submitted by Rob Morgan. The benches were not funded and the Fiscal Officer's suggestion is to have the benches donated. The cost of each bench is \$1,400.00 and Fiscal Officer Karen Walder previously suggested that donors order them directly by the make and model in the plan. The benches could then be delivered to the Township and the Road Department would install them on pads that are provided as part of Radick's scope of work.

**FISCAL OFFICER'S REPORT:** *Mr. Mueller made the motion to acknowledge receipt of the 1<sup>st</sup> Quarter 2019 report from the Russell Township Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Mueller raised the subject of GTSWMD and would like Board of Trustees to send a letter to them and ask them to look at what it would cost to have a specific container for glass. Chairman Madden agrees and will draft a letter for them to review.

**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 6:00 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar