

RUSSELL FIRE-RESCUE STATION

June 3, 2015

Chairman Madden called the special meeting to order at 12:00 P.M. Trustees Gary Gabram and Jim Mueller were present. The following Department Heads were present: Fire Chief John Frazier, Zoning Inspector Diana Steffen, and Road Superintendent Gene Layne. Also present was Fiscal Officer Charles Walder.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on May 20, 2015 as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**ZONING DEPARTMENT:** Mrs. Steffen indicated that the department has been very busy. The Board of Zoning Appeals recently granted 2 variances. An appeal was also received from Joyce Builders; she will send the meeting minutes transcript to the court within the 40 day limit as ordered.

**ROAD DEPARTMENT:** Superintendent Gene Layne reported that the County Engineer's office requested that the Township be responsible for snow and ice removal on Caves Road, Russell Road, and Fairmount Road; in return the county will pay the Township \$31,900. Mr. Layne suggested that with the added routes, the Township should consider subcontracting the snowplowing of the Township lots. The trustees tabled the decision until the next regular meeting.

Mr. Layne also reported that he has received an estimate from G.A.R. paving in the amount of \$3,875.00 for the emergency repair of Harmony Falls Lane; the Road Department is responsible for purchasing the asphalt for the project which would cost an additional \$4,000.00.

**RESOLUTION 2015-8:** *Mr. Gabram made the motion to pass Resolution 2015-8: A Resolution of Appreciation for James J. Deserio. Mr. Mueller seconded the motion and it passed unanimously.*

**VACATION BUYBACK:** *Mr. Mueller made the motion to approve payment for the equivalent of 120 hours of vacation for Todd Owen of the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

**FISCAL OFFICER'S REPORT:** Mr. Walder indicated that the public budget hearing date would be July 15, 2015, at 5:30 p.m.

Mr. Walder discussed the IRS Meal Reimbursement Policy. He indicated that the IRS guidelines state that meals are taxable reimbursements if per diem expenses are incurred within the lodging area or if a trip lasts less than 24 hours without overnight lodging. If any person is reimbursed by the Township for meal expenses in these situations, the person must be taxed and given a W2 or 1099 at the end of the year and may be considered an employee of the Township for the Affordable Care Act. Mr. Walder stated that the Township must be very careful to follow the IRS guidelines so that we are not inclined to count more employees for the ACA.

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**RESOLUTION 2015-7: INSIDE MILLAGE:** *Mr. Gabram made the motion to approve Resolution Number 2015-7, for the redirection of 0.05 mills inside millage from the Park District to the General Fund. Mr. Mueller seconded the motion and it passed unanimously.*

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

**FEASIBILITY STUDY:** Mr. Walder received a quote from Larsen for a feasibility study for the Township; the study would create a future plan for the Township and help direct necessary projects and improvements for each building. Mr. Walder indicated that the study was necessary to help guide future projects and to help determine what to spend money on so it is not wasted. Mr. Mueller objected to the cost and scope of the study, stating that it should be limited to the Old Fire Station and Town Hall. Mr. Gabram also objected, indicating that the present Board of Trustees would not have a say in the future of the township that far down the road. He also agreed that the cost of the study was too high. Mr. Madden supported the study but agreed that perhaps the cost was high. He will contact Larsen Architects to pare down the cost and scope of the study.

**OPWC LOCAL INTEGRATION COMMITTEE BALLOT:** *Mr. Gabram made the motion to elect the following members and their identified alternates to the OPWC District Seven Local Integrating Committee: Member P.J. Cavanaugh and Alternate Charles Walder. Mr. Mueller seconded the vote and it passed unanimously.*

**MIDDLEFIELD BANK SIGNATORY CARDS:** The Trustees and Mr. Walder signed signatory cards for the new Middlefield Bank 60 Month CD. Two trustees and Mr. Walder must always sign in order to handle transactions with the CD. Once the cards are returned, the bank will open the CD.

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 5:30 p.m. on Wednesday, June 17, in the Russell Township Fire-Rescue Department.

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

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to consider the compensation of a public employee, pursuant to O.R.C. 121.22(G)(4). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 1:03 p.m.

*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 1:21 p.m.

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

TOWNSHIP TRUSTEES

SPECIAL

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The meeting was adjourned at 1:22 p.m.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite