

RUSSELL FIRE-RESCUE STATION

September 4, 2019

Chairman Madden called the meeting to order at 1:02 pm. Trustee Gabram and Trustee Mueller were present. Fiscal Officer Karen Walder was absent. Trustee Assistant Melissa Palmer was present.

The following Department Heads were present: Fire Chief John Frazier, Road Superintendent Gene Layne, and 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 Special Meeting held on August 21, 2019, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

ROAD PROJECTS 2020: Road Superintendent Gene Layne submitted the proposed list of 2020 road projects as requested by the Geauga County Engineer. Since the County Line Road reconstruction project is still a big question as to the final costs and timeline, it has unfortunately caused the Township to fall behind on other paving. Mr. Layne has recommended to resubmit last year's list, along with an addition of Riddle Rd and Waterfall Trail. Chairman Madden clarified that this is just committing to getting the roads engineered but no financial commitment of the roads being done due to the continued uncertainty of the final expenses of the County Line Road project.

Mr. Mueller made the motion to send to the County Engineer for review, the following proposed road resurfacing projects for 2020: Suffolk Lane, Spring Valley Dr, Memory Lane, North Wood Rd, Beechwood Dr, Riddle Rd, and Waterfall Trail as recommended by Road Department Superintendent Gene Layne. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Layne reviewed the current security system that is at the Road Garage. They have an old system that is about 20 years old. It's an old building and not tight so when the wind blows it sets the alarm off. Mr. Layne said the alarm either needs to be updated or the Trustees need to get cameras. Mr. Layne asked Trustees on their thoughts on what they would like to see done. Mr. Layne likes the camera ideas to be able to see who is coming in and out and can monitor the weather conditions. Mr. Layne has gotten a quote to update the current system, as well as a 6 camera system. The quote to update the current system – just burglar and fire - is \$1,925.00 and \$47.50 a month for monitoring. The quote for the camera system is \$4,881.40. Mr. Mueller would like to see the camera system installed, but would also like to have interior motion sensors installed as well. Chairman Madden has given Mr. Layne the go ahead to come up with a recommendation.

SNOW & ICE CONTROL: COUNTY ROADS: Mr. Layne reported this agreement is to maintain county roads during the 2019-2020 winter season and the Township has been doing it for about 5 years now. Mr. Layne is fine with the agreement, stating the only thing that has changed is the payment has increased due to the increase of salt prices.

Mr. Gabram made the motion to approve the agreement entitled "Snow and Ice Control Agreement among Geauga County Board of Commissioners, Geauga County Engineer and Russell Township Board of Trustees" for the 2019-2020 season. Mr. Mueller seconded the motion and it passed unanimously.

Mr. Layne reported that the scrap tire event was well received and was the biggest year yet with the receipt of 173 tires.

ZONING: Shane Wrench reported that the Zoning Department has been pretty busy. Mr. Wrench reported that had a very productive Zoning Commission meeting on August 28. Mr. Wrench reported that he has been working with Trustee Gabram on getting the Administration building parking lot crack sealed and seal coated. It is currently scheduled for September 21st and the tenants have been notified as well. Mr. Wrench reported that there will be a new hot water tank installed at the Town Hall.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

SOCIAL MEDIA: Mrs. Palmer reported some major progress over the last couple of weeks. Mrs. Palmer discovered changes made by Facebook in June resulted in a change from a Township page to a Facebook group. Jessica Sustar reported that she and Jennifer Dorka have joined the group to test out the features and reported that the comments feature is turned off on any posts or pictures and the only option a visitor has is to "like" or "share" the post. Mrs. Palmer reported that the group is entirely public and you don't have to be part of the group to see what is posted. The Facebook group and the password will be classified as township property, and we will go forward with the launch on a trial basis.

Mr. Mueller made the motion to approve the use of a Facebook group for the Township bulletin board style communications per the Social Media Policy approved August 21, 2019. Mr. Gabram seconded the motion and it passed unanimously.

RUSSELL FIRE-RESCUE STATION

September 4, 2019

WEBSITE & SOCIAL MEDIA ADMINISTRATOR: *Mr. Mueller made the motion to authorize Clemans-Nelson to prepare a job description for the position of Website & Social Media Administrator. Mr. Gabram seconded the motion and it passed unanimously.*

GUEST: DON RICE: Don Rice from The Geauga County Board of Developmental Disabilities came in to give a brief update on what is going on currently and what their statistics have been over the last year.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the purchase or the sale of property pursuant to ORC 121.22 (G) (2). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 1:43 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 2:40 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 2:41 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar