

RUSSELL FIRE-RESCUE STATION

September 7, 2016

Chairman Madden called the meeting to order at 1:00 pm. Trustees Gabram and Mueller were present. Fiscal Officer Charles Walder and Trustee Assistant Melissa Palmer were also present.

The following Department Heads were present: Police Chief Tim Carroll, Fire Chief John Frazier, Road Superintendent Gene Layne, and Zoning Inspector Shane Wrench.

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on August 17, 2016, as presented. Mr. Madden seconded the motion and it passed. Mr. Gabram abstained.*

**EQUIPMENT PURCHASE:** Mr. Walder asked the Trustees to approve the purchase of an iPad for Jim Dickinson to use in the Zoning Commission. The iPad would have a Russell email account for all communications, and is to be used only for Russell Township business.

*Mr. Gabram made the motion to approve the previous purchase from Micro Center of an HP OfficeJet 4650 printer to the Fiscal Officer; and a 9.7 inch iPad Pro with 32G, two year AppleCare, keyboard, accessories, and a protective case for \$959.89 for use by new Zoning Commission member Jim Dickinson. Mr. Mueller seconded the motion and it passed unanimously.*

**ZONING DEPARTMENT:** Zoning Inspector Mr. Wrench reported that there have been two new homes built, a few sheds, a few additions, and one variance request.

A private land owner came into the Zoning Office asking about a proposed cell phone tower, Mr. Wrench is looking into it.

Mr. Wrench also reported that the Shell gas station wants to abandon the repair garage portion of the station and replace it with a convenience store. Mr. Wrench said that there is much that needs to be done to bring that building up to code, and will be monitoring and working with the owners of the property.

**POLICE DEPARTMENT:** Chief Carroll advised the Trustees that there is no reason to deny Circle K the renewal of their liquor license, there haven't been any problems.

Chief Carroll reported that a part-time patrolman has been promoted at his full-time department so he had to turn in his resignation with Russell Township.

The LED lights are still not completed, and Chief Carroll hopes they are finished soon.

The video system installation is being completed, the Police Department will have four 360 cameras. The new cameras will have 4k resolution.

**ACCEPT RESIGNATION:** *Mr. Gabram made the motion to accept with regret the resignation of Brian Beaumier from the employment of Russell Township, effective August 23, 2016. Mr. Mueller seconded the motion and it passed unanimously.*

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**FIRE DEPARTMENT:** Chief Frazier advised the Trustees that cadet John Molnar needed to have firefighter training before he can be hired as a firefighter, and Chief Frazier would like to hire him. Chief Frazier said that the department has done this with cadets in the past. The State Marshall will reimburse 2/3 of the cost for this training.

Chief Frazier advised the Trustees that he turned in a requisition for the dry hydrant project that he has been working on.

**FIRE DEPARTMENT: TRAINING:** *Mr. Mueller made the motion to approve the firefighter training for Fire Department cadet John Molnar. Mr. Gabram seconded the motion and it passed unanimously.*

**2017 BUDGET AMOUNTS AND RATES:** *Mr. Mueller moved to approve Resolution 2016-16: a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Mr. Gabram seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT:** Mr. Layne advised the Trustees that the department collected 137 tires during the scrap tire event.

Mr. Layne went over the recycling performance for July. There were 18.5 tons which equals \$553.94. This is down from last July. Mr. Layne reported that there have been many problems with people "dumping" items at the recycling center that the Road employees have to remove and clear. Mr. Layne asked the trustees to consider a camera to read license plates so that the township can pursue this problem.

**HARMONY FALLS ASPHALT:** Mr. Layne advised the Trustees that the Harmony Falls job will require about three hundred tons of asphalt, he asked the Trustees if he can go to a different asphalt supplier because our current primary supplier is out of the materials that we require.

*Mr. Mueller made the motion to approve the previous expenditure for asphalt on the Harmony Falls paving job to alternate asphalt supplier Kokosing Materials, in East Claridon, instead of to Shalersville Asphalt, based on reports of supplier difficulties and for a cost savings, at the recommendation of the Road Department Superintendent Gene Layne. Mr. Madden seconded the motion and it passed. Mr. Gabram recused himself.*

**SCRAP DROP-OFF: SOUTH RUSSELL:** Mr. Layne said that he was approached by South Russell Road Department asking if we could work out a deal where they help us with our scrap roll off event in exchange for help during South Russell's spring scrap event. The political entity that employs the workers will pay their salary and carry the insurance for the worker.

*Mr. Mueller made the motion to approve the exchange of two employees and equipment with South Russell Village for the scrap collection events on September 17th, September 24th, and April 29th, 2017 with compensation and insurance to be paid by the employer government entity, subject to legal approvals for both parties, per the September 4, 2016 email from Mayor William Koons of South Russell. Mr. Gabram seconded the motion and it passed unanimously.*

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**WATT ROAD PAVING PAYMENT APPROVAL:** Mr. Layne advised the Trustees that the resurfacing of Watt Road is complete.

*Mr. Gabram made the motion to approve the first payment for the Asphalt Resurfacing of Watt Road, TR 158, in the amount of \$252,340.60 submitted by Karvo Companies, Inc. Mr. Mueller seconded the motion and it passed unanimously.*

**FISCAL OFFICER:** Mr. Walder asked Mr. Madden to review the updated records retention schedule so it can be sent to the State's Historical Society for approval.

Mr. Walder and the Trustees decided that the Town Hall meetings for 2016 will be held on Wednesday September 28th at 7:00 pm, and Saturday October 15th at 10:00 am.

### **COMMENTS FROM THE PUBLIC WERE RECEIVED**

**COUNSEL:** The County Prosecutor advised the Trustees hire outside counsel in the event that the Prosecutor can no longer represent the Trustees.

*Mr. Gabram made the motion that it is advisable and necessary that additional legal counsel be retained and that attorney Todd Raskin, Esq., of Mazanec , Raskin, & Ryder, be hired at the rate of \$185.00 per hour, for the purpose of advising the Board of Trustees an pending legal matters. Mr. Mueller seconded the motion and it passed unanimously.*

**OTARMA INSURANCE RENEWAL:** *Mr. Mueller made the motion to continue the township membership and insurance coverage in OTARMA. Mr. Gabram seconded the motion and it passed unanimously.*

**EVENT APPROPRIATIONS:** *Mr. Mueller made the motion to appropriate \$1,500.00 for community events that are free to the public and associated expenses. Mr. Gabram seconded the motion and it passed unanimously.*

**TOWNSHIP PROPERTY USE:** *Mr. Gabram made the motion to grant permission for the ORC 511 Board of Park Commissioners to use the Russell Township Fire-Rescue Training Room for their meetings, subject to all Township policies, rules, and regulations. Mr. Mueller seconded the motion and it passed unanimously.*

**TOWNSHIP PROPERTY USE:** *Mr. Mueller made the motion to grant permission for Paul Anderson, ODNR trainer, to use Bob Hall Field parking area on October 5th through 6th and to obtain pedestrian access to Chagrin River for stream habitat training purposes. Mr. Gabram seconded the motion and it passed unanimously.*

**TOWNSHIP PROPERTY USE:** *Mr. Gabram made the motion to grant permission for Fiscal Officer Chuck Walder to advertise the Administration Building Garage as available for winter vehicle storage and to let out space per the same terms as the 2015-2016 winter storage contract. Mr. Mueller seconded the motion and it passed unanimously.*

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**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 2:20 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 3:37 pm

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

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

The meeting was adjourned at 3:38 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka