

RUSSELL FIRE-RESCUE STATION

October 17, 2018

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

The following Department Head was present: Road Superintendent Gene Layne.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on October 3, 2018, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Gabram moved to acknowledge receipt of the third quarter 2018 departmental report from the Police, Fire, and Road Departments. Mr. Mueller seconded the motion and it passed unanimously.*

PEKIN ROAD CULVERT PROJECT: The Pekin Road culvert project is now completed and the Township has received the final payment request from Winters Excavating LLC along with the signed approval from the Geauga County Engineer's office. The original bid amount was for \$149,865. In the August 15, 2018 Trustee meeting, a change order was approved for \$12,000 for additional materials. It turned out they didn't need as much, so the total of the change order was \$8,200.88. The final payment for the project will be \$10,827.88.

CHANGE ORDER APPROVAL: *Mr. Mueller made the motion, at the recommendation of the Geauga County Engineer, to approve change Order No. 1 and Final to the 2018 Replacement of the Pekin Road Culvert, submitted by Matt Winters Excavating LLC. Mr. Gabram seconded the motion and it passed unanimously.*

PAYMENT APPROVAL: *Mr. Gabram made the motion, at the recommendation of the Geauga County Engineer, to approve the third and final payment for the Replacement of the Pekin Road Culvert, submitted by Matt Winters Excavating LLC, in the amount of \$10,827.88. Mr. Mueller seconded the motion and it passed unanimously.*

BOND: Last week Assistant to the Fiscal Officer Jessica Sustar received her bond and was sworn in by Judge Stupica. This now allows her to receive and handle money at the Fiscal Office.

OAPT CONFERENCE UPDATE: Mrs. Walder discussed some take aways from the OAPT Conference. One of the most interesting and wide range discussions dealt with medical marijuana issues as it relates to employment and public entities and the whole concept of state vs. federal laws. Also, employment management/supervision, and employee engagement in conjunction with performance reviews and performance appraisals. Investment strategies in light of the two factors: rising interest rates and lack of spread between short term and long-term interest rates. Final take away was fraud prevention and specific ways to protect Township funds. Mrs. Walder said that the Fiscal Office will be following up with our banks to see what other preventions we put in place.

GCTA SEMINAR UPDATE: Mrs. Walder reported on the GCTA seminar regarding nuisance properties. The seminar was very informative about three distinct problem areas: abandoned structures, abandoned vehicles and nuisance vegetation. They are each three different problems and each have their own process that needs to followed. The take away from this seminar is that the

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process takes time, our county Prosecutor's office can assist the Township in following the process, and lastly, photos are the best form of evidence.

FO QUARTERLY REPORT: Mrs. Walder submitted the third quarter Fiscal Office report, and made a note that the September's recycling numbers were at the lowest it has been all year. Mrs. Walder also noted the training completed by the Fiscal Office staff, and also that she has completed the required Training for a new Fiscal Officer.

Mr. Gabram moved to acknowledge receipt of the third quarter 2018 report from the Russell Township Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

DISPOSAL OF TOWNSHIP EQUIPMENT: Mrs. Walder reported that the new generator has been delivered and the final installation will be done on Saturday. Mrs. Walder is requesting approval to dispose of the old generator that is obsolete and inoperable.

Mr. Mueller made the motion, at the recommendation of the Fiscal Officer, to dispose of the township property itemized on Items for Disposal List #10172018 as the item on the list is no longer usable, suitable, or needed for its intended purpose. Mr. Gabram seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

NOPEC PROXY REASSIGN: Prosecutor Flaiz, who had previously been designated as Russell Township Proxy, has stepped off the NOPEC board and is not able to attend the General Assembly Meeting. Dr. William Koons is the new representative to NOPEC from Geauga County.

Mr. Mueller made the motion to appoint and designate Dr. William Koons as the Proxy for the 2018 Northeast Ohio Public Energy Council (NOPEC) annual general assembly meeting on November 13, 2018. Mr. Gabram seconded the motion and it passed unanimously.

COY LANE WATER MAIN: Chief Frazier received a proposal from Mayor Tomko of Chagrin Falls to split the costs of repairs that stemmed from the water main break that occurred during Russell Fire Department's recent hydrant flushing. Russell Township's assistant prosecuting attorney has reviewed the matter and concurs with the proposal and with trustees approval, will draft the letter of transmittal with the payment.

Mr. Gabram made the motion to approve the settlement payment of \$1,524.93 in response to the letter from Chagrin Falls Mayor William Tomko, dated September 27, 2018, for the Coy Lane water main break on August 7, 2018. Mr. Mueller seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED FOR A SECOND TIME.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the employment and compensation of a public employee pursuant to ORC 121.22 (G) (1) AND to confer with an attorney concerning disputes that are subject of pending court action pursuant to ORC 121.22 (G) (3). Mr. Mueller seconded the motion and it passed unanimously.*

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The meeting moved into executive session at 5:47 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 6:01 pm.

The trustees returned to regular session after ORC 121.22 (G) (1) and did not discuss anything relating to ORC 121.22 (G) (3) due to the Board's attorney not being able to attend the meeting.

ROAD DEPT NEW HIRE: *Mr. Mueller made the motion to hire Nick Reese as a full-time Road Laborer, Class IIC, at the starting rate of \$21.77 per Salary Schedule 28, pending acceptable results of the drug test, background check and pending completion of all paperwork with the Fiscal Office, a one year probation will begin on the official starting date of November 1, 2018. Mr. Gabram seconded the motion and it passed unanimously.*

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 6:17 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar