

TOWN HALL

December 1, 2022

The Chair, Mr. Mueller, called the meeting to order at 2:00 pm. Trustees Kristina Port and Matt Rambo were present. Board Administrator Melissa Palmer was present and Fiscal Officer Karen Walder was absent.

The following Department Heads were present: Police Chief Tom Swaidner, Road Superintendent Gene Layne, Zoning Inspector Shane Wrench. Fire Chief John Frazier was absent but Assistant Fire Chiefs Nick Sambula and Sam Brown were present.

The Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Jim Mueller appoints Jessica Ezzone to serve as clerk pro tem.

MINUTES: *Ms. Port made the motion to accept the minutes of the Regular Meeting held on November 17, 2022, as presented. Mr. Rambo seconded the motion and it passed.*

ACCEPT DONATION: *Mr. Rambo made the motion to accept the donation from John & Melissa Radomile of a \$100.00 Guido's Pizza Gift Certificate to the Police Department. Ms. Port seconded the motion and it passed unanimously.*

Mr. Rambo made the motion to approve the use of the Guido's Pizza Gift Certificate for the Police Department at the discretion of the Police Chief. Ms. Port seconded the motion and it passed unanimously.

FIRE: Mr. Sambula stated that the AEDs have been purchased for the Administration Building and Road Department but there is a 7 week lead on them.

Mr. Brown stated that they have started attending more regional training. Stated they have had a total of 4 regional trainings over the 2nd half of this year and will be scheduling more going into 2023.

VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND BOARD: *Ms. Port made the motion to appoint Jim Mueller and Kristina Port as the Township's Trustee representatives to the Volunteer Fire Fighters' Dependents Fund Board for 2023. Mr. Rambo seconded the motion and it passed unanimously.*

FLAG QUOTES: Mr. Wrench stated that the flag is usually taken down due to weather conditions but would like to have one up year-round. Mr. Wrench stated he got a \$90 quote from The Flag Store for a 5' x 8' and American Flag Express has a 6' x 10' for \$120 for high wind and weather resistant. The Trustees have agreed for Mr. Wrench to purchase a bigger flag, similar to what is currently up, at a cost up to \$650.00.

Mr. Rambo made the motion to approve the purchase of an approximately 12' x 18' American flag for winter/high wind use on the Russell Center flagpole for an amount up to \$650.00 Ms. Port seconded the motion and it passed unanimously.

FACILITIES: Mr. Wrench stated that US Protective Services has been out since Tuesday working on the fire alarm panel upgrades. Stated he had a meeting with Jennifer Jones and submitted for reimbursement for the scrap tire event.

Mr. Wrench stated that Andrew needs to come back out for a 3rd time to get more

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dimensions for the security window.

Mr. Wrench stated that TRC was supposed to come out this week to start the fence around the Recycling Center.

Mr. Wrench stated that he got an estimate from Visual Armor back in September for \$7,300 for putting the cameras back up at the Recycling Center but the Fiscal Officer had a bunch of questions and Allen did reply to those questions. Then the County IT Department stated that we needed certain cameras and seemed like it got put on hold. Mr. Wrench is going to look back into this and see if we can use our current cameras or not.

Mr. Wrench stated that he and Mr. Layne will be going to the Storm Water Task Force meeting.

Ms. Port asked if there has been any update on the Marden Road property. Mr. Wrench stated there hasn't been any update from the Army Corps yet but the Ohio EPA has issued a violation against them.

ZONING: Mr. Wrench stated that they had their Zoning Commission meeting on Monday and Mr. Dietrich was there and making great progress on the rewrite.

COMMENTS FROM THE PUBLIC - NO PUBLIC IN ATTENDANCE

TRUSTEE MEETING SCHEDULE: *Mr. Rambo made the motion to approve the Trustee 2023 Regular meeting schedule as presented. Ms. Port seconded the motion and it passed unanimously.*

GTSWMD AGREEMENT: Mrs. Palmer stated the Trustees gave her permission to negotiate with GTSWMD and worked with the Township APA, who had 2 comments on the provisions and Mrs. Palmer resolved those with Jennifer Jones. Mrs. Palmer stated that the Township APA sent it back approved to form.

Ms. Port made the motion to approve the right of entry and use of property agreement for the single stream drop off recycling program with Geauga-Trumbull Solid Waste Management District, in effect from January 1, 2023, through December 31, 2024, approved as to form by the Geauga County Prosecutor. Mr. Rambo seconded the motion and it passed unanimously.

CONSERVATION EASEMENT LICENSE AGREEMENT: Mrs. Palmer stated she worked with Shane Wohlken, who is not able to provide assistance with it as it is outside of Western Reserve Land Conservancy services. He was able to provide some hints and Mrs. Palmer drafted an agreement for the Trustees. Mr. Rambo made a change and recommended that it go to the Township APA for review.

CONFERENCE ATTENDANCE: *Mr. Rambo made the motion to approve reasonable and necessary expenses for Matt Rambo to attend the Ohio Township Association conference January 25-27, 2023, in Columbus. Ms. Port seconded the motion and it passed unanimously.*

RESOLUTION: JUDGE MARY JANE TRAPP: *Mr. Rambo made the motion to adopt Resolution 2022-23: A Resolution of Appreciation for The Honorable Mary Jane Trapp, Legacy of Justice Award Recipient. Ms. Port seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWN HALL: *Ms. Port made the motion to grant permission for Hemlock Hills HOA to use the Town Hall on the 2nd Sunday of every*

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month in 2023, with one exception being a reservation for the third Sunday in April, from 6 pm – 10 pm, subject to Township rules and regulations, and subject to continued availability. Mr. Rambo seconded the motion and it passed unanimously.

EXECUTIVE SESSION: *Ms. Port made the motion to move into executive session to discuss the employment and 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 2:38 pm.

Mr. Rambo made the motion to return to regular session. Ms. Port seconded the motion and the motion passed unanimously.

The meeting moved into regular session at 3:26 pm.

BOARD OF ZONING APPEALS: *Mr. Rambo made the motion to re-appoint Steve Gokorsch to a full 5-year term on the Board of Zoning Appeals commencing January 1, 2023. Ms. Port seconded the motion and it passed unanimously.*

ZONING COMMISSION: *Mr. Rambo made the motion to re-appoint Ben Kotowski to a full 5-year term on the Zoning Commission commencing January 1, 2023. Ms. Port seconded the motion and it passed unanimously.*

SALARY SCHEDULE: *Mr. Rambo made the motion to adopt Salary Schedule 36, content approved by the Board of Trustees on December 1, 2022, salary schedule effective January 1, 2023. Mr. Mueller seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Mr. Rambo made the motion to adjourn. Ms. Port seconded the motion and it passed unanimously.

The meeting was adjourned at 3:29 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: Jessica Ezzone