

RUSSELL TOWN HALL

September 1, 2021

The meeting was called to order at 2:30 pm. Trustee Port, Trustee Gabram and Trustee Mueller were present Trustee Assistant Melissa Palmer was present.

The following Department Heads were present: Police Chief Tom Swaidner, Road Superintendent Gene Layne, and Zoning Inspector Shane Wrench.

Fiscal Officer Karen Walder was absent.

Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Kristina Port appoints Jennifer Dorka to serve as clerk pro tem.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on August 13, 2021, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

GUEST SPEAKER: NOACA: Skip Claypool gave a presentation on NOACA. Mr. Claypool spoke to the board about the money that NOACA receives from Geauga County, and how the money is not being spent on Geauga County roads and bridges. Mr. Claypool said the money is being spent in Cuyahoga County which is the largest county in the NOACA program. Mr. Claypool advised the board that the NOACA values are that of a big city not that of Geauga County. Mr. Claypool suggested that Geauga County leaves the NOACA program and creates a new program joint with Lake County who has similar values as Geauga County.

SNOW & ICE CONTROL: COUNTY ROADS: *Mr. Mueller 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 2021-2022 winter season, approved as to form by the Geauga County Prosecutor's Office. Mr. Gabram seconded the motion and it passed unanimously.*

ROAD DEPARTMENT: Road Superintendent Gene Layne advised the trustees that the culvert projects on Hillbrook and Waterfall Trail have been completed.

FACILITIES: Facilities manager Shane Wrench explained the next steps for the demolition of the Old Fire Station. Ms. Port asked Mr. Wrench if he could provide the board with a spreadsheet of all the items that need to be completed for this demolition project along with the cost of each item so the board can track the progress and know the project cost.

The board discussed what will happen with the recycling center during the demolition. The center could be moved and have signs put up with the new location, or the center could be temporarily shut down. Mr. Wrench advised the board that he reached out to the two companies that have bins at the center and both companies would prefer to temporarily close the center as it will not be a long enough period to have signs made and have the bins moved.

RECYCLING CENTER TEMPORARY CLOSURE: *Mr. Gabram motion to approve the 2-week, temporary closure of the Russell Township Recycling Center and the temporary relocation & storage of Geauga Trumbull Solid Waste Management and River Valley bins, at a future date to be determined, while the demolition project at the Old Fire Station, 14921 Chillicothe Rd, is underway, based on emails of cooperation from both GTSWMD (8/19/2021) and River Valley (8/30/2021). Ms. Port seconded the motion.*

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The vote: Mr. Mueller – No, Mr. Gabram – Yes, Ms. Port - Yes

SNOWPLOW BIDS: TOWNSHIP LOTS: *Mr. Gabram made the motion to accept the proposals dated August 16, 2021 for snowplowing services by CJ Landscape LLC on a seasonal contract basis at the Russell Township Administration (\$2,200.00), Fire Department (\$2,900.00), Recycling Center (\$1,975.00), and Police Department (\$1,890.00) lots for the 2021/2022 season, pending certification by the Fiscal Office.*

Mr. Mueller seconded the motion and it passed unanimously.

SNOWPLOW BIDS: AUTHORIZED SIGNATORY: *Mr. Gabram made the motion to authorize Gary Gabram to act as authorized signatory for the CJ Landscaping agreement. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Gabram gave the board an update on the progress of the new storage building. The drawings are almost complete, and once the board approves them then the project will go out to bid. The bids will be due by the end of October, with the project breaking ground in the spring of 2022.

ACCEPT DONATION: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, to accept the donation of \$100.00 from Ms. Kristina Port to the Fire Department. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the \$100.00 donation for the Fire Department at the discretion of the Fire Chief. Mr. Gabram seconded the motion and it passed unanimously.

ZONING DEPARTMENT: Zoning Inspector Shane Wrench recapped the joint Zoning Boards, and Trustee meeting that was on August 21, 2021. Mr. Mueller said he would like to have another joint meeting with the Zoning Boards in about six months and discuss the possible issue of Airbnb's in Russell Township.

ZONING AMENDMENT 2021-02: *Mr. Gabram made the motion to accept amendment 2021-02 for Public Hearing. Mr. Mueller seconded the motion and it passed unanimously.*

PUBLIC HEARING: *Mr. Mueller made the motion for the adoption of the following: That the Russell Township Board of Trustees conduct a public hearing on the proposed amendment 2021-02 to the Russell Township Zoning Resolution as attached hereto on the 24th day of September, 2021, at 4 pm in the Russell Town Hall. Mr. Gabram seconded the motion and it passed unanimously.*

CERTIFICATE OF ESTIM RESOURCES: *Mr. Gabram made the motion to accept the Certificate of Estimated Resources for Russell Township for the fiscal year beginning January 1, 2022, as approved by the Budget Commission and dated August 27, 2021. Mr. Mueller seconded the motion and it passed unanimously.*

RESOLUTION 2021-27: BUDGET AMOUNTS & RATES: *Mr. Gabram made the motion to approve Resolution 2021-27: 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. Mueller seconded the motion and it passed unanimously.*

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ARP: RESOLUTION to ACCEPT ARP STIMULUS FUNDS: *Mr. Mueller made the motion to approve Resolution 2021-26: a resolution to accept ARP stimulus funds and request certification by the Geauga County Budget Commission. Mr. Gabram seconded the motion and it passed unanimously.*

OTARMA CYBERSECURITY AUTHORIZED OFFICIAL: *Mr. Gabram made the motion to authorize Kristina Port to act as Authorized Official and authorized signatory on behalf of the applicant Russell Township for the OTARMA Cyber Underwriting Application. Mr. Mueller seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

POLICE DEPARTMENT: Police Chief Thomas Swaidner advised the trustees that the 2021 interceptor will be delivered in mid-October.

The Police Department will be doing a cram the cruiser food drive & coat donation collection, and all the food and coats will be given to Job and Family Services that will give out the items to families in need. The collection will go from October until mid-November.

The Police Chief will look into having the department put out a quarterly newsletter for residents.

BUDGET UPDATE: Ms. Port reported that the Budget Commission passed Russell Townships 2022 budget. All of the discrepancies that the board had were handled by the actions that the trustees took in their meeting on August 18, 2021.

AUDITOR'S LAND SALE: *Mr. Gabram made the motion to decline to participate in the October 7, 2021 County Auditor's Forfeited Land Sale of Permanent Parcel No. 26-159100. Mr. Mueller seconded the motion and it passed unanimously.*

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

The meeting was adjourned 4:06 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka