

RUSSELL TOWN HALL

December 16,

2020

Chairman Mueller called the meeting to order at 7:00 pm. Trustees Gabram and Port were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer was also present.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on November 18, 2020, as presented. Ms. Port seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT:** Mr. Gabram advised the board that he was contacted by the Mayor of South Russell Village who wanted to know if an arrangement could be worked out for mutual aid during the winter in the event that road workers come down with COVID-19 and there is a shortage of workers to snow plow. Mr. Mueller said there won't be a need for that because every employee will have the COVID-19 vaccine in six weeks.

**OPWC GRANT APPLICATION: RESOLUTION 2020-60: CERTIFYING REPRESENTATIVE:** *Ms. Port moved to approve Resolution 2020-60, a resolution authorizing Gary Gabram to serve as the Chief Executive Officer and Certifying Representative to apply for Ohio Public Works Commission State Capital Improvement Program (SCIP) or Local Transportation Improvement Program (LTIP) funding to help finance the proposed project entitled "Pekin Road Improvements, TR144, Section C." Mr. Gabram seconded the motion and it passed unanimously.*

**TREE SERVICES:** *Ms. Port made the motion, at the request of Road Superintendent Gene Layne, to approve storm damage cleanup per estimate #20201207STORM from Independent Tree, dated December 7, 2020, in the amount of \$2,500.00. Mr. Gabram seconded the motion and it passed unanimously.*

**TREE SERVICES:** *Ms. Port made the motion, at the request of Road Superintendent Gene Layne, to approve the removal of a 40" beech tree on Hemlock Point Rd per estimate #20201216 from Independent Tree, dated December 16, 2020, in the amount of \$800.00. Mr. Gabram seconded the motion and it passed unanimously.*

**TREE SERVICES:** *Ms. Port made the motion, at the request of Road Superintendent Gene Layne, to approve the storm cleanup work per estimate entitled "Russell Township Briar Hill Cemetery Storm" from Independent Tree, dated December 16, 2020, in the amount of \$3,500.00. Mr. Gabram seconded the motion and it passed unanimously.*

**DONATION:** *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, to accept the donation of \$300.00 from Tony & Claire Paskevich to the Police Department. Ms. Port seconded the motion and it passed unanimously.*

*Ms. Port made the motion to approve the use of the \$300.00 donation for the Police Department at the discretion of the Police Chief. Mr. Gabram seconded the motion and it passed unanimously.*

**AMENDED CERTIFICATE:** *Ms. Port made the motion to accept the Amended Certificate of Estimated Resources #7 for Russell Township for the fiscal year beginning January 1, 2020, as revised by the Budget Commission and dated December 7, 2020. Mr. Gabram seconded the motion and it passed unanimously.*

**SUPPLEMENTAL APPROPRIATIONS 2020:** *Ms. Port made the motion to adopt the Supplemental Township Annual Appropriation Resolution 2020-57 to provide for the additional sums (SUPPL#7 \$1,921.26) to be set aside and appropriated: \$1,921.26 in 2904 Local Coronavirus Relief Fund (LCRF) for the fiscal year ending December 31, 2020, as recommended by the Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

**AMENDED CERTIFICATE:** *Ms. Port made the motion to accept the Amended Certificate of Estimated Resources for Russell Township for the fiscal year beginning January 1, 2021, as revised by the Budget Commission and dated November 16, 2020. Mr. Gabram seconded the motion and it passed unanimously.*

**AMENDED CERTIFICATE:** *Mr. Gabram made the motion to accept the Amended Certificate of Estimated Resources for Russell Township for the fiscal year beginning January 1, 2021, as revised by the Budget Commission and dated December 7, 2020. Ms. Port seconded the motion and it passed unanimously.*

**ANNUAL INSURANCE:** *Ms. Port made the motion to approve the following Insurance coverage for Russell Township officials and full-time employees for the year 2021: Health – Med Mutual (SuperMed PPO MM HRA5000) AND for the Board of Trustees to approve the township funding of the HRA at the \$5,000/individual & 10,000/family level for the year 2021. Mr. Gabram seconded the motion and it passed unanimously.*

**AUTHORIZATION FOR FO:** *Mr. Gabram made the motion to authorize the Fiscal Officer to execute the agreements for Medical Mutual (SuperMed PPO MMHRA5000) insurance coverage and the HRA funding by the township for 2021 on behalf of the Russell Township Board of Trustees. Ms. Port seconded the motion and it passed unanimously.*

**EMPLOYEE CONTRIBUTION:** *Ms. Port made the motion to continue the 15% employee contribution amount toward the health insurance package. Mr. Gabram seconded the motion and it passed unanimously.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

**CARES ACT EXPENDITURE:** *Mr. Gabram made the motion to approve Resolution 2020-58, a resolution of acceptance approving CARES Act expenditures from the Admin Building/Town Hall/General Fund, with Assertion of Necessity and supporting documents dated December 14, 2020. Ms. Port seconded the motion and it passed unanimously.*

**CARES ACT EXPENDITURE: PAYROLL REVISED:** *Mr. Gabram made the motion to approve Resolution 2020-59, a resolution of acceptance approving revised CARES Act expenditures, and authorizing the encumbrance for the reimbursement and/or expenditure of wages for Public Safety positions. Ms. Port seconded the motion and it passed unanimously.*

**STORAGE BUILDING:** *Ms. Port advised the Trustees that she has been in contact with other Townships, and companies about design build projects. She has found an architecture firm that she likes and would like to pay them to provide help with the RFQs and other services on the storage building. Ms. Port said this doesn't need to be advertised or go to bid since she only wants to pay them up to \$15,000.00 and that is under the \$50,000.00 that requires the position to go out for bid.*

RUSSELL TOWN HALL

December 16, 2020

*Mr. Gabram made the motion to approve a contract with City Architecture for an amount up to \$15,000.00 for the criteria architect service on the garage project. Ms. Port seconded the motion and it passed unanimously.*

**TRUSTEE MEETING SCHEDULE:** *Mr. Gabram made the motion to approve the Trustee 2021 regular meeting schedule as amended. Ms. Port seconded the motion and it passed unanimously.*

*Ms. Port made the motion to approve a check for \$10,660.00 payable to the Treasurer, State of Ohio for the Traffic System Project. Mr. Gabram seconded the motion and it passed unanimously.*

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to consider the employment and compensation of public employees pursuant to ORC 121.22(G)(1). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:55 pm.

*Ms. Port made the motion to return to regular session. Mr. Gabram seconded the motion and it passed unanimously.*

The meeting moved into regular session at 8:05 pm.

**RE-APPOINTMENT TO THE ZONING COMMISSION:** *Ms. Port made the motion to re-appoint Barry Rogers to a full 5-year term on the Zoning Commission commencing January 1, 2021 and ending December 31, 2025. Mr. Gabram seconded the motion and it passed unanimously.*

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

The meeting was adjourned at 8:07 pm.

James Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Dorka