

RUSSELL FIRE-RESCUE STATION

APRIL 20, 2016

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

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on April 6, 2016, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

**QUARTERLY REPORTS:** *Mr. Gabram made the motion to accept the 1st Quarter 2016 departmental reports from the Fire, Police, Road, and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

**ACCEPT DONATION:** *Mr. Mueller made the motion, based on the Fiscal Officers recommendation, that the Board of Trustees accepts the generous donation from Patrick James, Liz James, and Karin Grizard of \$1,000.00 to the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

*Mr. Gabram made the motion to approve the use of the \$1,000.00 donation for the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.*

**ACCEPT DONATION:** *Mr. Gabram made the motion, based on the Fiscal Officers recommendation, to accept the donation of \$.23 from OPEC-HC for the over refund from the 2015 insurance payment reconciliation true up. Mr. Mueller seconded the motion and it passed unanimously.*

**BURIAL PLOT:** The Township would like to donate one cemetery lot to Peg Hetrick in honor of all the service she provided the Township for over three decades. Peg was the Zoning Secretary, the Fiscal Officer (Clerk), an active member of the Historical Society, a major contributor to the writing and publishing of the book "A Pictorial History of Russell Township", President of the Women's Club, and she helped found the Russell Park District.

*Mr. Mueller made the motion to waive the fee for one burial plot in Riverview Memorial Park in appreciation of Peg Hetrick's three decades of service to Russell Township. Mr. Gabram seconded the motion and it passed unanimously.*

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

**WGCJRD CAPITAL IMPROVEMENT MONEY:** Walt Waetjen and Ed Curtis from WGCJRD came to the Trustees to ask them for funding or any support that they could provided to help with capital improvements. The budget for improvements is based on donations and all the levy money is for maintenance. Mr. Madden advised them to speak with Chesterland and with the County because it is a county owned property. Mr. Madden suggested that the WGCJRD representatives, after talking with the Commissioners and the Chesterland Trustees, come back to the next regular trustee meeting when the Fiscal Officer is present and the issue can be discussed further.

**ROLL - OFF SCRAP EVENT:** *Mr. Gabram made the motion to authorize \$15,000.00 to hire Waste Management to perform a roll-off scrap collection in 2016 at the Road Department with the participation of paid township personnel. Mr. Mueller seconded the motion and it passed unanimously.*

RUSSELL FIRE-RESCUE STATION

APRIL 20, 2016

**UNFINISHED BUSINESS:** Mr. Mueller asked the trustees if they would sign a letter written by Lorrie Sass Benza asking the commissioners to make a decision on whether or not the county is going to continue to get the water wells in the county tested by the USGS.

*Mr. Mueller made the motion to have the Trustees sign a letter to the Geauga County Commissioners asking them to approve or deny groundwater testing by the USGS. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Mueller told the trustees that the Health Department may soon be required to be accredited by the state. This will be very expensive and require a lot of paperwork. Ken Radtke has drafted a letter saying that we are against this proposal, and do not want to change the regulations for the Health Department.

*Mr. Mueller made the motion to have the Trustees sign the letter against mandatory Health Department accreditation. Mr. Gabram seconded the motion and it passed unanimously.*

**RESOLUTION OF APPRECIATION:** *Mr. Gabram made the motion to pass Resolution 2016-5: A Resolution of Appreciation upon the Retirement of Russell Township Zoning Inspector Diana Steffen. Mr. Mueller seconded the motion and it passed unanimously.*

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to consider the employment of 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 6:19 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 7:22pm

**ZONING INSPECTOR:** *Mr. Mueller made the motion to approve the part-time employment of Mr. Shane Wrench to Russell Township Zoning Inspector at the rate of \$22.50 per hour Township Salary Schedule 22, effective May 1, 2016, with a one year probationary period, subject to the completion of employment paperwork. Mr. Gabram seconded the motion and it passed unanimously.*

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

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

The meeting was adjourned at 7:24 PM.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka