

RUSSELL FIRE-RESCUE STATION

JULY 11, 2018

Chairman Madden called the meeting to order at 1:00 pm. Trustee Gabram and Trustee Mueller were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were also present.

The following Department Heads were present: Fire Chief John Frazier, Road Superintendent Gene Layne, Zoning Inspector Shane Wrench and Police Chief Timothy Carroll.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on June 15, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on June 20, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on June 27, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on July 5, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**QUARTERLY REPORTS:** *Mr. Gabram made the motion to acknowledge receipt of the 2nd Quarter 2018 reports from the Fire, Police, Road and Zoning Departments. Mr. Madden seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT:** Chief John Frazier advised the Trustees that the final inspection of the tanker fire truck was in progress.

**ROAD DEPARTMENT:** Road Superintendent Layne advised the Trustees that the Road Department crew has been busy patching roadways, checking, cleaning out and mowing ditches; and culvert pipe maintenance along the roadways.

**ZONING DEPARTMENT:** Zoning Inspector Shane Wrench advised that the department has been busy with the review and issuance of permits. Inspector Wrench also advised that the Zoning Department will be closed on Thursday, July 12, 2018 for the staff to attend an EPA Workshop.

**POLICE DEPARTMENT:** Chief Timothy Carroll advised Officer Brendan Takacs has accepted a full-time Police Officer position with the City of Eastlake, Ohio. Officer Takacs has committed to continuing with Russell Police Department on a part-time basis.

Chief Carroll advised that a new Ford Taurus cruiser was delivered on June 21, 2018 and arrangements have been made for outfitting the vehicle.

**VACATION BUYBACK:** a request for a vacation buyback has been received by the Fiscal Office for Vincent Valerio. Mr. Valerio does not have 15 years of service with the Township, which falls outside of the parameters of the Policy Manual for buybacks and requires approval from the Trustees.

*Mr. Mueller made the motion to accept the Memorandum of Understanding, signed on July 2, 2018 by local OPBA representative Michael McIvor, to approve*

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*payment for the equivalent of 120 hours of vacation for employee Vincent Valerio. Mr. Gabram seconded the motion and it passed unanimously.*

**CERTIFICATE OF ESTIMATED PROPERTY TAX REVENUE:** *Mr. Mueller moved to accept the Certificate of Estimated Property Tax Revenue prepared by the Geauga County Auditor for the proposed 2.75 mill Road Improvement levy. Mr. Gabram seconded the motion and it passed unanimously.*

**RESOLUTION OF NECESSITY: ROAD LEVY:** *Mr. Mueller made the motion to approve Resolution 2018-16: A Resolution declaring it necessary to levy a tax in excess of the ten mill limitation. This levy is a renewal of an existing 2.75 mill Road levy, for a continuing period of time. Mr. Gabram seconded the motion and it passed unanimously.*

**ASSIGNMENT AGREEMENT FORMS:** *Mr. Gabram made the motion to sign and execute the health and medical information Assignment Agreements between the Township employees, spouses, and dependents (Assignors) and the Russell Township Board of Trustees (Assignees). Mr. Mueller seconded the motion and it passed unanimously.*

**ACCEPT DONATION:** *Mr. Mueller made the motion to accept the donation of one rectangular folding computer table, one circular table, and 4 plastic chairs from Charles and Karen Walder. Mr. Gabram seconded the motion and it passed unanimously.*

**ACCEPT DONATION:** *Mr. Gabram made the motion, at the recommendation of the Fiscal Officer, to accept the donation of a \$25.00 Amazon gift card from Brittany Milite. The gift card was awarded for reviewing Paycor Perform and applied to the Russell Township Amazon account. Mr. Mueller seconded the motion and it passed unanimously.*

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

**WEST GEAUGA COMMUNITY JOINT RECREATION DISTRICT: FUNDING:** *Mr. Mueller made the motion to authorize funding in the amount of \$5,000.00 to support the playground rehabilitation project at the request of Russell Township's representatives to the West Geauga Community Joint Recreation District. Mr. Gabram seconded the motion and it passed unanimously.*

**CITIZENS' 511 PARK COMMISSION:** *Mr. Mueller made the motion to authorize funding in the amount of \$3,620.67 for the startup expenses of the "Russell Township Citizens' 511 Park Commission". Mr. Gabram seconded the motion and it passed unanimously.*

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

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to consider the compensation of public employee pursuant to ORC 121.22(G) (1), and to consider the dismissal, discipline, demotion, compensation and investigation 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 1:35 pm.

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*Mr. Madden made the motion to return to regular session. Mr. Mueller seconded the motion and it passed unanimously.*

The meeting returned to regular session at 2:38 pm.

**COMP TIME:** Fiscal Officer Karen Walder asked the Trustees to approve 120 hours of comp time for Police Chief Carroll. Ms. Walder has had discussions with the Township's HR attorney, and since Chief Carroll is a rehire it in the Township's best interest to keep him as long as possible. The 120 hours is the difference in vacation time that Chief Carroll was accruing before he retired and what he is accruing as a rehired employee. This represents zero additional cost to the taxpayers.

*Mr. Gabram made the motion to authorize 120 hours of comp time for Chief Timothy Carroll for 2018. 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 at 2:40 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Dorka