

Town Hall

September 2, 2020

Chairman Mueller called the meeting to order at 2:30 pm. Trustees Gabram and Port were present. Trustee Assistant Melissa Palmer was present and Fiscal Officer Karen Walder was present via teleconference.

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

CLERK PRO TEM: In case of technical difficulties and losing connection with Fiscal Officer, Board of Trustees Chairman Jim Mueller appointed 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 5, 2020, as presented. Ms. Port seconded the motion and it passed unanimously.*

Ms. Port made the motion to accept the minutes of the Special Meeting held on August 21, 2020, as presented. Mr. Gabram seconded the motion and the votes were as follows: Ms. Port abstained; Mr. Gabram yes; Mr. Mueller yes; and the motion passed.

RESOLUTION: TRAFFIC SIGNALIZATION: Chief Frazier said the point where the Township is right now is that the agreement had some items added and wording corrected and Chief Frazier has submitted that back to ODOT. Chief Frazier stated that the deadline for the resolution is September 4, 2020 but the actual bid opening will be in January 2021.

Mr. Gabram requested that since this traffic signal is for the Township's residents and the other people coming through the intersection, that any costs be paid from the General Fund budget and not the Fire and Police Department. Mrs. Walder stated that she has been in contact with Chief Frazier does not have an Agreement which references an amount she can certify. Chief Frazier stated the amount he placed in the agreement was \$13,500.00. Mrs. Walder recommended against proceeding with the Resolution since the referenced Agreement has not been finalized.

Mr. Mueller would like to approve the resolution so ODOT knows we would like to move forward with this project but stated the Trustees can always amend the resolution.

Chief Frazier is recommending to attach the amended draft copy of the marked up agreement with the resolution.

Ms. Port made the motion to approve Resolution 2020-27, a resolution to authorize the installation and maintenance of a traffic pre-emption system at SR 306 and SR 87, as recommended by Fire Chief Frazier. Mr. Gabram seconded the motion and it passed unanimously.

ROAD PROJECTS 2021: Mr. Layne reviewed the list of recommendations for 2021 to send to the County Engineer for estimates only. Mr. Layne stated this is not a commitment to do these projects but the projects he feels that has the most priority. Starting with resurfacing Waterfall Trail, then Hillbrook Lane East, where a culvert needs to be replaced, Fedeli Lane for resurfacing, Deerbrook Drive to have chip and seal done, and lastly, Sugar Tree Drive, which has some flooding issues.

Mr. Gabram made the motion to send to the County Engineer for review, the following proposed road resurfacing projects for 2021: Waterfall Trail, Fedeli Lane, Hillbrook Lane East, Sugar Tree Drive, and Deerbrook Drive, as recommended by Road Superintendent Gene Layne. Ms. Port seconded the motion and it passed unanimously.

OPWC ROUND 35 ROAD DEPT – OPWC: Mr. Layne stated that in 2017 the Township received grant money for the County Line Road project and stated that the Township may be up again in 2022 for another round. Mr. Layne recommends submitting Pekin Road from 306 to Watt Road for resurfacing. Mr. Layne said it's been 20 years since it's been resurfaced. Mr. Layne estimated the cost at \$300,000.00 and the Township would apply for a \$50,000.00 grant.

Mr. Gabram made the motion to approve the following top priority project for FY 22 Round 35 District 7 Public Works Commission Project:

Pekin Road, Resurface, project limits from SR 306 to Watt Road.

Ms. Port seconded the motion and it passed unanimously.

SNOWPLOW BIDS: TOWNSHIP LOTS: Mr. Layne recommends that CJ Landscaping do the snow plowing. Mr. Layne stated that we have used a few different companies and feels CJ Landscaping is by far the best and the most reliable. The total contract price for all 3 locations is \$6,260.00, which includes plowing, shoveling of the walks and staking. The Road Department will take care of the salting again this year.

Town Hall

September 2, 2020

Ms. Port made the motion to accept the estimate dated July 27, 2020 for snowplowing services by CJ Landscaping LLC on a seasonal contract basis at the Russell Township Administration, Fire Department, and Police Department lots for the 2020/2021 season, with salting services to be provided by the Russell Township Road Department. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Gabram made the motion to authorize Fiscal Officer Karen Walder to execute the agreement for 2020/2021 snow clearing services with CJ Landscaping LLC. Ms. Port seconded the motion and it passed unanimously.

SECURITY SYSTEM UPDATE: Mr. Gabram stated that the proposed security system for the Road Department was approved back in February and he is just checking on the status. Mr. Layne stated he turned in a requisition back in February and has spoken with the Fiscal Officer several times. Mrs. Walder stated it came in right before COVID and she has been working with our APA on the contract but it did get pushed down the stack between preparing for the budget and handling CARES Act matters. Mrs. Walder said she will have an update for the next Trustee meeting.

COUNTY LINE ROAD UPDATE: Mr. Layne stated that by Friday the entire road will have pavement on it. Trax has about 3 weeks of work to do, like tiding up and grading and then they will come in and put the surface coat on. Mr. Mueller asked if he thinks they will meet their September 30 deadline and Mr. Layne said it will be close and all depends on the weather as well.

SCRAP TIRE UPDATE: Mr. Layne stated that they collected 99 tires this year, which is less than they usually do.

ACCEPT DONATION: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, to accept the donation of \$50.00 from Mr. Gregory Munn to the Police Department. Ms. Port seconded the motion and it passed unanimously.*

Ms. Port made the motion to approve the use of the \$50.00 donation for the Police Department at the discretion of the Police Chief. Mr. Gabram seconded the motion and it passed unanimously.

ZONING DEPT: Mr. Wrench thanked Mr. Gabram and Mrs. Palmer for managing and handling his email while he was out on medical leave. Mr. Wrench also thanked Dave Dietrich for his help in the Zoning Department. Mr. Wrench stated that the flow is starting to slow down some but it is not unusual for this time of year.

FACILITIES: Mr. Wrench thanked Mr. Layne and his crew for helping out while on medical leave and making sure projects were handled. Mr. Wrench reported that in August the Administration building was painted, Bob Hall Field parking lot was chipped and sealed, the Road Department storage building was reroofed, and the Town Hall had a new HVAC unit installed. Mr. Wrench stated he spoke with JP from Larsen's about moving forward with the new storage facility and said they plan to meet to go over if anything has changed from the beginning of the year. Mr. Wrench informed the Trustees that Larsen Architects still has 9 hours left from a previous PO.

CEMETERY STONE EXCEPTION: Ms. Dorka stated that there were residents that bought 4 lots in the family section and instead of one monument they would like two smaller raised stones, which is outside of the policy, and the trustees need to approve if this can be done.

Mr. Gabram made the motion to authorize a one-time, non-precedent setting exception to the cemetery stone policy to allow Ann and John Slaybaugh family to install two raised stones in the center of the 4 grave family plot as depicted on the sketch marked "Slaybaugh" attached to these minutes. Ms. Port seconded the motion and it passed unanimously.

CEMETERY SCULPTURE EXCEPTION: Ms. Dorka stated that the Davis family bought one lot in the raised stone section and instead of a headstone they would like to put a sculpture. The sculpture itself is 29" and then it is placed on a pedestal. Ms. Dorka stated that the picture she sent to the Trustees, the pedestal was 28" high but the Davis' said it could be changed.

Mr. Gabram made the motion to authorize a one-time, non-precedent setting exception to the cemetery stone policy to allow Marcia and Jim Davis to install the Bronze Mobius sculpture as identified in the letter dated August 23, 2020, with the following amendment:

The entire sculpture with the pedestal is not to exceed 42" tall.

Ms. Port seconded the motion and it passed unanimously.

Town Hall

September 2, 2020

COMMENTS FROM THE PUBLIC WERE RECEIVED

PARK 511: GUEST PRESENTATION PERRY HOWLAND: Perry Howland, from the 511 Park Board, stated that their 2021 budget had been approved. He also said that the Budget Commission asked them if the Park Board went to the Trustees for funding to buy more park land when their levy didn't pass. Mr. Howland asked the Trustees if a purchase opportunity comes up again if there is a protocol the Park Board should follow if they come to the Trustees for help. Mr. Mueller stated that the Trustees are always open to suggestions.

Ms. Port stated that Shelley Chernin has sent her minutes and updates on the 511 Park Board but would like to see more correspondences in advance for when meetings are. Ms. Port would like any minutes to be sent to Mrs. Palmer so she can then distribute them to the Trustees.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the employment, appointment, & compensation of public employees pursuant to ORC 121.22 (G) (1) AND to prepare for bargaining sessions with public employees concerning their compensation and terms & conditions of their employment pursuant to ORC 121.22 (G) (4). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 3:31 pm.

Mr. Gabram left the meeting at 4:05 pm.

Ms. Port made the motion to return to regular session. Mr. Mueller seconded the motion and it passed.

The meeting moved into regular session at 4:12 pm.

SUPPLEMENTAL APPROPRIATIONS 2020: *Ms. Port made the motion to adopt the Supplemental Township Annual Appropriation Resolution 2020-22 to provide for the additional sums (SUPPL#3 \$21,459.83) to be set aside and appropriated in 1000 General Fund (GF), for the fiscal year ending December 31, 2020, as recommended by the Fiscal Officer. Mr. Mueller seconded the motion and it passed.*

Ms. Port would like to get a Zoom account set back up. Mr. Mueller asked Mrs. Palmer to set up an account for the Township.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 4:15 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar