

RUSSELL FIRE-RESCUE STATION

December 1, 2017

Chairman Madden called the meeting to order at 9 AM. Trustees Jim Mueller and Gary Gabram were present. Also present was Fiscal Officer Chuck Walder, Fire Chief John Frazier, Police Chief Tim Carroll, and Zoning Inspector Shane Wrench. Road Superintendent Gene Layne was excused due to a prior commitment.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on November 15, 2017, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

DISPOSAL OF TOWNSHIP EQUIPMENT: *Mr. Mueller made the motion, at the recommendation of the Fiscal Officer, to dispose of township property itemized on Items for Disposal List #11222017 as each item on the list is no longer usable, suitable, or needed for its intended purpose. Mr. Gabram seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Zoning Inspector Shane Wrench reported that there is not much activity to report in the Zoning Department. Laurel School has requested a revision to the conditional use permit they hold to allow for non-school related public events. They will bring this before the Board of Zoning Appeals in December.

Mr. Wrench also reported that the County Building Department rescinded the permit issued for the cell tower on Dines Road. There has been no recent signs of activity at this location and the township has not yet been contacted by the cell tower builders.

POLICE DEPARTMENT: 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.

VACATION BUYBACK: *Mr. Mueller made the motion to accept the Memorandum of Understanding, signed on November 29, 2017 by local OPBA representative Michael McIvor, to approve payment for the equivalent of 80 hours of vacation for employee Vince Valerio. Mr. Gabram seconded the motion and it passed.*

FIRE DEPARTMENT: Fire Chief John Frazier explained that the Fire Captain has returned from FMLA leave and indicated that he would benefit from transitional light duty. A document has been drafted outlining the terms of transitional duty, but revisions are needed. The motion to approve this document was tabled until the next meeting.

Chief Frazier indicated that he would like to add a job description for Firefighters so that he has the capability to hire and train Firefighters without the requirement of being trained as an EMT. This would allow for hires to respond to fires and attend mandatory training while they are training to be an EMT. Chief Frazier indicated that he will draft a job description and send to Clemans-Nelson for review and revisions.

INSURANCE CERTIFICATE: *Mr. Gabram made the motion to list Hawken School as a certificate holder on Russell Township's OTARMA Certificate of Benefits for the purpose of Fire-Rescue Dive Team underwater rescue training. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mr. Walder indicated that the township is still paring down healthcare quotes for 2018; this is not a problem unique to the township, but is recognized statewide as ACA regulations have changed and the process to obtain quotes has been more convoluted than in the past. The township employees have utilized an electronic portal that exposes risk factors, and quotes are not being returned as expected. Mr. Walder suggested that the township look into exploring options of creating a Council of Governments with other local entities to administer insurance in the future.

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CEMETERY STONE EXCEPTION: *Mr. Mueller made the motion to authorize a one-time, non-precedent setting exception to the cemetery stone policy to allow Mrs. Lynn Doscocil of the Breckenridge family to install a raised stone as depicted in either option A or B of the request attached to these minutes. Mr. Gabram seconded the motion and it passed unanimously.*

AMENDED RATE RESOLUTION 2017-24: *Mr. Gabram moved to adopt the Amended Rate 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, as recommended by the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

LAND USE GUIDE PLAN: *Mr. Mueller made the motion to adopt the 2035 Land Use Guide Plan as recommended by the Russell Township Zoning Commission. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

REAPPOINTMENT TO THE ZONING COMMISSION: *Mr. Mueller made the motion that Ben Kotowski be re-appointed to a full 5-year term on the Zoning Commission commencing January 1, 2018. Mr. Gabram seconded the motion and it passed unanimously.*

REAPPOINTMENT TO THE BOARD OF ZONING APPEALS: *Mr. Gabram made the motion that Steve Gokorsch be reappointed to a full 5-year term on the Board of Zoning Appeals commencing January 1, 2018. Mr. Mueller seconded the motion and it passed unanimously.*

LEASES: The township lease agreements need to be sent to the County Prosecutor's Office for major revisions and rewrite.

PUBLIC HEARING-ZONING AMENDMENT 2017-2: *Mr. Mueller made the motion to conduct a public hearing on a proposed amendment, identified as 2017-2, to the Russell Township Zoning Resolution as attached hereto on December 18, 2017, at 9 am in the Russell Township Fire-Rescue Station. Mr. Gabram seconded the motion and it passed unanimously.*

VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND BOARD: *Mr. Mueller made the motion to appoint Jim Mueller and Gary Gabram as the Township Trustee representatives to the Volunteer Fire Fighters' Dependents Fund Board for 2018. Mr. Gabram seconded the motion and it passed unanimously.*

TRUSTEE MEETING SCHEDULE: *Mr. Gabram made the motion to approve the Trustee 2018 regular meeting schedule as presented. Mr. Mueller seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to confer with an attorney concerning a dispute that is the subject of pending court action pursuant to ORC 121.22(G)(3). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 9:51 am.

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 10:35 am.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

TOWNSHIP TRUSTEES

SPECIAL

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

The meeting was adjourned at 10:36 am.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite