

TOWN HALL

April 4, 2024

The meeting was called to order at 2:01 p.m. by chairperson Port. Trustees Rambo and Mueller were present. The Board Administrator Melissa Palmer and Fiscal Officer Karen Walder were present.

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

The Pledge of Allegiance was said.

MINUTES: *Mr. Rambo made the motion to accept the minutes of the Regular Meeting held on March 21, 2024, as presented. Ms. Port seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the 1st Quarter 2024 departmental reports from Fire, Police, Road, Facilities, & Zoning. Mr. Rambo seconded the motion and it passed unanimously.*

ZONING DEPT: Mr. Wrench stated that there are 4 applications for this coming BZA meeting. Stated that Laurel School will probably be submitting for May's BZA meeting for conditional use for their new environmental and science building for their campus.

Mr. Wrench stated that he received an email from the APA, that all the paperwork has been filed there is a trial date for May 10th for the Fairmount Airbnb property.

Ms. Port stated that she attended the Zoning Commission meeting after Mr. Rogers came to the March 21st trustee meeting. She invited them to come back to the Board and present any changes that came from the meeting.

FACILITIES: Mr. Wrench stated that he is working with the gate vendor for the Recycling Center. We received the maximum grant amount so looking at getting a motorized gate.

Stated he is meeting with Chip Hess this afternoon to look at the lift station.

Ms. Port stated she really like the layout of the report that was prepared by Mrs. Birli and it was easy to read.

ROAD PROJECT: IMPROVEMENTS: RESOLUTION: Mrs. Walder stated that with Board approval, the ad will be placed for request for bids and the bids will be due April 26th by 10:00 am opened at 10:05 am.

Mr. Mueller made the motion to approve Resolution 2024-11: A Resolution which orders the Road Widening of Sections A-B of Dines Road, adopts the plans and specifications, and orders that the project be let for bid. Mr. Rambo seconded the motion and it passed unanimously.

OIL RECYCLING: Mr. Layne stated that oil collecting has resumed and will continue through October. They will be accepting used motor oil on Mondays and Fridays from 7:30 am – 3 pm.

OHIO FIRE CHIEFS' CONTRACT: FIRE STUDY: *Mr. Rambo made the motion to approve the contract between the Russell Township Board of Trustees and the Ohio Fire Chiefs' Association for professional consulting services leading to the mission, vision, & core values development and the strategic planning facilitation & development for the Township Fire Department, dated March 18, approved as to form by the Geauga County Prosecutor. Ms. Port seconded the motion and it passed unanimously.*

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Mr. Mueller asked that once the Fire Study is completed, will it state how many full-time employees there should be. He is concerned that other communities have full-time staffing and keeps asking for more. Chief Frazier said the study will help the township develop a plan to move forward, based on an assessment of the township with the risks that are involved for both EMS and Fire. Multiple people will be involved with giving their perspectives for this study.

Trustees had a brief discussion with Chief Frazier regarding issues with transportation and staffing due to ERs being full.

POLICE DEPT: Chief Swaidner stated that National Drug Take Back Day is April 27th. They will be collecting prescription drugs and on April 27th they will be turning them over to the DEA for proper disposal. Chief Swaidner that he has been working with the Sherriff's Office preparing for the solar eclipse and they are expecting an increase in the traffic.

Ms. Port asked Chief Swaidner if less speed complaints have been received on the roads that residents were complaining about. Chief Swaidner stated that there haven't been many complaints recently and noted that traffic enforcement decreases accidents and that is their goal.

NOPEC NEC FUNDING: Mrs. Walder stated that there is just under \$4,000 available for energy saving projects in 2024. If any departments have projects to let her know.

SPECIAL REVENUE FUNDS: ROAD/POLICE RETIREMENT FUNDS:

RESOLUTION: *Mr. Rambo made the motion to approve Resolution 2024-12: A Resolution clarifying and correcting the establishment of Special Revenue Funds. Mr. Mueller seconded the motion and it passed unanimously.*

DISPOSITION OF PROPERTY: FISCAL OFFICE: *Mr. Mueller made the motion, at the recommendation of Fiscal Officer Karen Walder, to dispose of township property listed in the document sent to the trustees with the subject "Disposal List" dated April 1, 2024, as each item identified is not needed for public use, is obsolete, or is unfit for public use. Mr. Rambo seconded the motion and it passed unanimously.*

AMENDED CERTIFICATE: *Mr. Mueller made the motion to accept the Amended Certificate of Estimated Resources #2 for Russell Township for the fiscal year beginning January 1, 2024, as revised by the Budget Commission and dated April 1st, 2024. Mr. Rambo seconded the motion and it passed unanimously.*

COMMUNITY MEETING BUILDING: Ms. Dorka compiled a list of other rentals in the area with their pricing and some of their different rules when renting their facilities. Ms. Dorka stated that she will send the Trustees copies of lease agreements so they can review and start getting ideas our lease agreement. Ms. Port noted that she would like to make sure the rental is affordable for our residents. A tentative goal of December 1, 2024, was set to have an approved lease agreement so that rentals could start at that time.

Mrs. Ezzone presented the Trustees with furnishing options for the Community Building and the Trustees will need to decide on what kind of tables and chairs they want. Trustees opted not to supply a refrigerator, microwave, or Keurig at this time. Furniture is currently running 4-6 weeks lead time.

COMMENTS FROM THE PUBLIC WERE RECEIVED

EPA PERMIT/BUCKLEY ENGINEERING: *Mr. Mueller made the motion to approve the work by Buckley Engineering on the Community Building sanitary sewer*

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connection and EPA Permit for an amount up to \$3,000.00. Mr. Rambo seconded the motion and it passed unanimously.

GEOTECH/SOIL UPDATES: Mr. Rambo stated that our APA will give her stamp of approval on the PSI contract. As soon as Mr. Rambo receives it, he will sign it.

GEAUGA COUNTY 911 FINAL PLAN: RESOLUTION: *Mr. Rambo made the motion to approve Resolution 2024-13: A Resolution approving the Countywide 9-1-1 Plan per ORC 128.08. Mr. Mueller seconded the motion and it passed unanimously.*

LEADERSHIP GEAUGA: EMPLOYEE SPONSORSHIP APPLICATION: Mrs. Palmer made an announcement that if any employee is interested in participating in Leadership Geauga, please submit a letter of interest by April 26th, and asked the Department Heads to let their employees know. The trustees will review the letters and decide on a candidate.

Ms. Port stated that she has a Zoom webinar on April 17th with Chagrin Watershed Partners to go over ESID and other programs that they can offer to benefit residents.

EXECUTIVE SESSION: *Mr. Rambo made the motion to move into executive session to discuss the employment and compensation 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 3:05 pm.

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

The meeting moved to regular session at 3:14 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 3:14 pm.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone