

TOWN HALL

April 6, 2023

The Chair, Mr. Rambo, called the meeting to order at 2:00 pm. Trustees Kristina Port and Jim Mueller were present. Board Administrator Melissa Palmer was present and Fiscal Officer Karen Walder was absent.

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

The Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Matthew Rambo appoints Jessica Ezzone to serve as clerk pro tem.

MINUTES: *Ms. Port made the motion to accept the minutes of the Special Meeting held on March 1, 2023, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on March 16, 2023, as presented. Ms. Port seconded the motion and it passed unanimously.

QUARTERLY REPORTS: *Ms. Port made the motion to acknowledge receipt of the 1st Quarter 2023 departmental reports from the Fire, Police, Road, Facilities, & Zoning. Mr. Mueller seconded the motion and it passed unanimously.*

FACILITIES: Mr. Wrench stated that he submitted paperwork for the DIG Grant reimbursement for the fencing that was done at the Recycling Center. Stated that we should get around \$11,450 back. Mr. Wrench stated that phase 2 of the fence project for the Recycling Center should be starting in the next month.

ZONING DEPT: Mr. Wrench stated that he had 8 permits for March, which is more than normal. Stated that they had a BZA meeting on Monday for a variance. Mr. Wrench stated that the Zoning Commission is getting close to wrapping up the rewrite with Mr. Dietrich. Mr. Dietrich will be in the end of April to go over the last few chapters. Mr. Wrench stated that they will review the changes at the joint meeting on April 22.

RESOLUTION 2023-11: ODOT ROAD SALT CONTRACT: *Mr. Mueller made the motion to approve Resolution 2023-11, authorizing participation in the Ohio Department of Transportation Road Salt Contract 018-24. Ms. Port seconded the motion and it passed unanimously.*

ODOT ROAD SALT CONTRACT: AUTHORIZATIONS: *Mr. Mueller made the motion to authorize Fiscal Officer Karen Walder to act as agent in the name of Russell Township and Gene Layne to act as the ordering contact for participation in the Ohio Department of Transportation's Road Salt Contract 018-24. Ms. Port seconded the motion and it passed unanimously.*

ROAD DEPT – ROAD MATERIALS BID AWARD: *Ms. Port made the motion to approve awarding road material bids as follows, pending approval by the Road Superintendent:*

Hot Mix #448 Type 1 to Kokosing Materials for an amount of \$90.00 per ton as the primary supplier.

Hot Mix #448 Type 2 to Kokosing Materials for an amount of \$80.00 per ton as the primary supplier.

Mr. Mueller seconded the motion and it passed unanimously.

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ROAD PROJECTS: IMPROVEMENTS: RESOLUTIONS: Mr. Layne stated that Mr. Timothy Woodcock from the Geauga County Engineer's office is here to review the project. Mr. Layne thanked Mr. Woodcock for all his work and time he has put in for this project. Mr. Woodcock stated this year's road project is for 10 roads throughout the Township, concentrating in the Chagrin Hts subdivision, as well as Hillbrook Drive off of County Line Road, Spring Valley Dr and Memory Lane off of Pekin. Mr. Woodcock stated that these are standard overlaying projects.

Mr. Mueller made the motion to approve Resolution 2023-12: A Resolution which orders the improvement of Various Roads (Blackford Dr, Birchmont Rd, Clarion Dr, Fernwood Rd, Hazelwood Dr, Laurel Rd, Sylvan Rd, Spring Valley Dr, Memory La, and Hillbrook Dr) adopts the plans and specifications, and orders that the project be let for bid as presented by the Geauga County Engineer's Office. Ms. Port seconded the motion and it passed unanimously.

CEMETERY POLICY EXCEPTION: Ms. Jennifer Dorka, Cemetery Clerk, advised the Trustees there is a resident that is requesting a larger stone than the Township would permit in the raised stone section. This started last year and the Township agreed upon a size that is larger than normal but conformed with other ones in that area if it doesn't exceed the size of the larger ones there. The resident now wants to go larger than even the exception that was approved last year. The foundation has been put in already. Ms. Dorka stated they want a stone that is a monument size but not in the family section. Road Superintendent Gene Layne state there will be problems with future burials with a larger stone. Mr. Layne stated that when they put vaults in they need to go in straight but when you start extending stones and foundations over other graves, you have to put vaults in on an angle. The Trustees agree that they need to stick with the rules and regulations.

Ms. Port made the motion to deny the exception request to the cemetery policy regarding the Stilson double grave stone at the recommendation of the Cemetery Clerk and the Road Superintendent based on the township's policy. Mr. Mueller seconded the motion and it passed unanimously.

SOUTH RUSSELL SCRAP DAY: Mr. Layne informed the Trustees that the Road Department will be helping South Russell with their scrap day event on April 29. He will be sending 2 employees and a front-end loader like normal. All the terms are the same as previous years.

GREAT LAKES BILLING MEDICARE REVALIDATION: *Ms. Port made the motion, based on the Fire Chief's request, to authorize Board of Trustees Matthew Rambo to act as authorized signatory in response to the Center for Medicare & Medical Services request for verification of Russell Township's financial responsibility. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPT: FULL-TIME EMPLOYEES: Chief Frazier stated that he sent the Trustee's Mrs. Walder's checklist regarding full-time employees. Mrs. Palmer stated that Mrs. Walder is looking for instructions from the Board to know that this is the Trustees will for Chief Frazier to proceed with this plan and how many firefighters she should cost out. The Trustees would like Mrs. Walder to cost out 1 and 4 full-time firefighters.

Mr. Mueller made the motion to authorize Fiscal Officer Karen Walder to price out at the request of the Board of Trustees of Russell Township the cost of 1 full-time firefighter and the cost of 4 full-time firefighters. Ms. Port seconded the motion and it passed unanimously.

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DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, to accept the donation from Paul & Teri Szucs of \$100.00 to the Police Department. Ms. Port seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the donation of \$100.00 for the Police Department at the discretion of the Police Chief. Ms. Port seconded the motion and it passed unanimously.

MILO SIMULATOR: Chief Swaidner stated that the simulator is to help the officers with training. Chief Swaidner stated that it is situational training, and the officers can work through de-escalation situations. Chief Swaidner stated that it will help with split second decisions and the officers will be able to see the results of how they handled the situation. Chief Swaidner stated that once his department is trained, he would like to utilize it for monthly practical training and utilize it during field training when they hire someone new. Chief Swaidner stated they can offer to surrounding agencies as well.

Mr. Mueller made the motion, based on the Police Chief's recommendation, to accept a proposal dated March 27, 2023 from the sole source provider MILO Range, of Ann Arbor, Michigan, for M-SATS Simulator Suite equipment at a cost of \$29,695.00, training items at a cost of \$12,915.00, and the proposal including an OC Canister credit of \$535.00 for a total cost of \$42,075.00. Ms. Port seconded the motion and it passed unanimously.

PEPPERBALL PROPOSAL: Chief Swaidner stated that this will provide them a nonlethal option to de-escalate situations. Stated that their tasers can also do that but are limited with range. Chief Swaidner stated that it's basically like a paintball gun and can hit someone in the chest or hit the ground and its pepper spraying someone from a distance. Chief Swaidner stated they are requesting 5, one for each marked car.

Mr. Mueller made the motion, based on the Police Chief's recommendation, to accept quote #QT13137, dated March 6, 2023 from the sole source provider Less Lethal, LLC, of Cincinnati, OH for a PepperBall Patrol Carbine system for a total cost of \$6,813.45. Ms. Port seconded the motion and it passed unanimously.

POLICE DEPT: Chief Swaidner stated that April 22, 2023, is National Drug Take Back, and they will be collecting prescription drugs and then will turn them over to the DEA for proper disposal.

WEST GEAUGA SCHOOL SITUATION: Mr. Rambo asked Chief Swaidner if he had any comments regarding the arrest at West Geauga High School. Chief Swaidner thanked his officers for their response. Chief Swaidner stated it was a stressful situation that had a positive outcome. Stated he will be working with the WG's school board and Chesterland Police Chief to see what they can do better and make changes.

ACH WITHDRAWAL FOR UAN & AUDIT FEES: *Ms. Port made the motion to authorize the Fiscal Office to make payments to the Ohio Auditor of State (AOS) using the AOS eServices portal, resulting in an EFT from Russell Township's primary bank account. Mr. Mueller seconded the motion and it passed unanimously.*

GEAUGA COUNTY AUDITOR CLERICAL ERROR: RESOLUTION: *Mr. Mueller made the motion to approve Resolution 2023-10: A Resolution directing remittance to the Geauga County Auditor to correct the clerical error which resulted in an overpayment of Special Assessments to the Township. Ms. Port seconded the motion*

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and it passed unanimously.

AMENDED CERTIFICATE: *Mr. Mueller made the motion to accept the Amended Certificate of Estimated Resources #3 for Russell Township for the fiscal year beginning January 1, 2023, as revised by the Budget Commission and dated April 3, 2023. Ms. Port seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC

COMMUNITY MEETING BLDG: CONTRACT REVISIONS: Mr. Rambo stated that he received the revisions back on the contract from the APA and he is okay with the changes. Mr. Rambo stated that the Fiscal Officer had some suggested changes to the contract as well. Mr. Rambo and Mrs. Palmer will work on sending the revisions over to Strollo for review.

LEADERSHIP GEAUGA: SPONSORSHIP APPLICATION PROCEDURE: Mrs. Palmer recommended that the Township move forward with presenting 1 candidate a year. Mrs. Palmer thinks it would be wonderful for the Township to get exposure to the county and would benefit Township employee to have the experience in the county. Mrs. Palmer stated that it is an expense to the Township of \$2,500 plus an additional amount if the Trustees agree to sponsor their project (\$300 - \$500). Mrs. Palmer drafted a sponsorship agreement and asking the Trustees if it's ok to sent it to the APA for review. The Trustees agree for Mrs. Palmer to send the sponsorship agreement over to the APA.

GCTA MEMBERSHIP: *Ms. Port made the motion to authorize the expenditure of \$665.00 for membership in the Geauga County Township Association for 4 full members and 11 affiliate members. Mr. Mueller seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to discuss the employment and compensation of a public employee pursuant to ORC 121.22 (G) (1). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 2:54 pm.

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

The meeting moved into regular session at 2:59 pm.

OPIOID SETTLEMENT AGREEMENT: *Mr. Mueller made the motion to accept the terms of the Teva, Allergan, CVS, Walgreens, Walmart National Opioid Settlements, to execute the participation agreement, and accept the settlement. Ms. Port seconded the motion and it passed unanimously.*

TRUSTEE AUTHORIZATION: *Mr. Mueller made the motion to retroactively authorize Trustee Kristina Port to act as the Teva, Allergan, CVS, Walgreens, Walmart National Opioid Settlements Authorized Official and to sign the document related to the settlement on behalf of the Russell Township Board of Trustees. Ms. Port seconded the motion and it passed unanimously.*

SHRED-IT AGREEMENT: Mrs. Palmer stated that she received revisions back on the Shred-It agreements and she is now waiting on Shred-It's legal team to review and get back to her.

TOWNSHIP TRUSTEES

REGULAR

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NEXT STEPS FOR COMMUNITY BUILDING: Mrs. Palmer stated that the Trustees are going to need a new estimate for the cost of the work. Mrs. Palmer suggests having a work session with a copy of the plans and discuss the plans carefully to keep the building simple. The Trustees agree this would be beneficial.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 3:12 pm.

Matthew Rambo, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone