

TOWN HALL

August 3, 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 present via Teams.

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

The Pledge of Allegiance was said.

MINUTES: *Ms. Port made the motion to accept the minutes of the Regular Meeting held on July 20, 2023, as presented. Mr. Rambo seconded the motion and it passed unanimously.*

QUARTERLY REPORT: *Mr. Mueller made the motion to accept the 2nd Quarter 2023 Police report. Ms. Port seconded the motion and it passed unanimously.*

ROAD DEPT: TOWNSHIP WELCOME SIGNS: Mr. Layne stated that they have taken down the old signs and have 6 signs that are in okay condition. He stated he has had 2 residents inquire about having a sign and the Trustees agree to give them out on a first come-first served basis. Mr. Layne stated that he will call the 2 residents back.

Mr. Mueller made the motion, at the recommendation of the Road Superintendent, to dispose of old "Welcome to Russell Township" signs on a 1st come 1st served basis to interested individuals with any remaining sign being discarded, because each sign is not needed for public use, is obsolete, or is unfit for public use. Ms. Port seconded the motion and it passed unanimously.

FIRE DEPT: Chief Frazier stated that they responded to 3 structure fires in the joint community (Chagrin, Bainbridge, and Chesterland). All had significant losses and luckily no injuries incurred.

POLICE DEPT: Chief Swaidner stated that the SSO position is filled and advised that school starts August 21st. Chief Swaidner stated that on August 1st his department participated in National Night Out in Chardon Square, where they met with residents. It was a face-to-face event for the community.

ZONING DEPT: Mr. Wrench stated that the Scrap Tire event will be held on Saturday, August 12 from 9:00 am to 12:00 pm at the Road Department.

FACILITIES DEPT: Mr. Wrench stated that David Roose from Strollo sent over plans for the Special Meeting on August 4th and told the Trustees if they needed him to print off the plans to let him know.

FIRE BOND FUND: Mrs. Walder stated that the Township did pay off the fire Bond last year and the fund we were paying that from ended up with a little over \$5,000 left in it. Mrs. Walder stated that while the General Fund can transfer money to special funds, special funds cannot transfer money out without specific authority. In this case, we need to go to the courts to request the authority to transfer the residual money from the Bond fund to the Fire District special fund. Mrs. Walder stated that the APA needs this resolution to file with the courts to request the transfer of funds.

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Mr. Mueller made the motion to adopt Resolution 2023-18, requesting the transfer of residual Fire Station Bond proceeds to Fire District Fund 2111 pursuant to ORC Section 5705.14 (C) (1). Ms. Port seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC RECEIVED

HyFi AGREEMENT: Mrs. Palmer recommends that Russell Township wait to sign until Chagrin River Watershed Partners and HyFi execute their agreement, which would extend the term through December 2023.

DRUG & ALCOHOL REPRESENTATIVE: Mrs. Palmer has recommended that the Trustees revise the designated representatives for the Geauga County Drug and Alcohol Consortium. Mrs. Palmer recommended that she act as the primary representative since she is more readily available and designate Mr. Layne as the secondary representative. The Trustees have agreed to revise the representatives.

Mr. Mueller made the motion to authorize Melissa Palmer to act as the Russell Township Designated Employee Representative to the Geauga County Drug & Alcohol Consortium. Ms. Port seconded the motion and it passed unanimously.

DRUG/ALCOHOL ALTERNATE LIAISON: *Mr. Mueller made the motion to authorize Gene Layne to act as the Russell Township Alternate Designated Employee Representative to the Geauga County Drug & Alcohol Consortium. Ms. Port seconded the motion and it passed unanimously.*

OHIO ASSOCIATION of PUBLIC TREASURERS: *Mr. Mueller made the motion to authorize reasonable and necessary expenses for Jennifer Dorka, Jessica Ezzone, & Karen Walder to attend the OAPT Annual Public Finance Officer Training Program in October, 2023. Ms. Port seconded the motion and it passed unanimously.*

TT MEETING RESCHEDULE (OAPT CONFLICT): *Mr. Mueller made the motion to reschedule the October 5, 2023, trustees meeting to October 12 at 2:00 pm. Ms. Port seconded the motion and it passed unanimously.*

PARK BOARD APPOINTMENT: *Mr. Mueller made the motion to reappoint Roy Podojil to the 3-year volunteer term of Russell Citizens' Park District (ORC 511) expiring the second Monday in May 2026. Ms. Port 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 2:27 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 2:37 pm.

TOWNSHIP TRUSTEES

REGULAR

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PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 2:38 pm.

Matthew Rambo, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone