

TOWN HALL

June 2, 2022

The Chair, Mr. Mueller, called the meeting to order at 2:01 pm. Trustee Port and Trustee Rambo were present. 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.

NE OHIO PLANNING & ZONING WORKSHOP: *Mr. Rambo made the motion to approve reasonable and necessary expenses for 1 additional person (a total of up to 7 people to date) to attend the NE Ohio Planning and Zoning Workshop in Newbury, Ohio on June 24th, 2022. Ms. Port seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Mr. Wrench stated that May was very busy and thinks it's going to be busy the next few months. Mr. Wrench stated that Laurel School will be heard by BZA in July. Mr. Wrench stated the Zoning Commission met last week and Mr. Dietrich submitted 6 chapters of his revisions. The ZC has reviewed 4 chapters and will go through the other two chapters at the next meeting.

RECYCLING CENTER: Mr. Wrench stated that the trees have been planted and CEI installed the 2 poles and some additional lighting for security. He also had a Zoom meeting with Allen from Visual Armor to finalize placement of the cameras.

Mr. Wrench thanked Mr. Layne for setting up a truck with a tank so he can water the new trees.

Mr. Wrench stated he reached out to Jennifer Jones from Geauga-Trumbull SWMD about bins not being picked up. She stated that she was going to reach out to her legal department because we aren't the only ones this is happening to.

DROP-OFF IMPROVEMENT GRANT AGREEMENT: REIMBURSEMENT: Mr. Wrench stated the closeout report was due May 30th. On Tuesday, Mr. Wrench met with Jennifer Jones to submit all the paperwork. Mr. Wrench stated the Township had a total cost of \$9,923.00 and will be getting reimbursed for \$9,021.00. This will reimburse the Township for the installation of the trees and poles at the Recycling Center.

FACILITIES: NOPEC NEC GRANT PROPOSAL: VILLERS ADVANCED ELECTRIC: Mr. Wrench stated he got an estimate from Villers Electric for motion activated switches in the Administration Building. He got an estimate for \$1,950.00 for 25 switches but not all switches will be replaced. Some areas in the building will not work, especially in offices where there won't be much movement. Villers will only charge us for the switches that will be replaced. Mr. Rambo asked if these switches have an on button if someone wants to keep the light on and they will not. Mr. Wrench was advised to discuss each office area with that individual to see if they want the motion activated switch or not.

Ms. Port made the motion to approve the replacement of up to 25 switches with motion switches in the Administration Building by Villers Advanced Electric, LLC for a cost of \$1,950.00, per quote #2268, dated May 31, 2022. Mr. Rambo seconded the motion and it passed unanimously.

FIRE DEPARTMENT: Chief Frazier stated they have been working on assessments of all current water sources. They have determined depths and water quantity. Chief Frazier stated they currently have 25 ponds they can access, plus hydrants. This information is relevant to homeowner's insurance ratings.

POLICE DEPARTMENT: Mr. Mueller asked Chief Swaidner to set aside some time to consider if there are other safety protocols that can be put in place for Westwood Elementary School. Chief Swaidner reported that ALICE drills have been conducted recently.

POLICE VEHICLE GRAPHICS: Chief Swaidner stated that the current Police car graphics have been in service for 15 years. The new design is based on the current one, but also includes the Russell PD shoulder patch, which is individually to the Russell Police Department. A new graphic kit will be included for the new cruiser purchase, but the Chief proposes to redo the other 4 cruisers at the same time. Chief Swaidner stated that the cost for the other 4 cars will be around \$5,280.00, and that includes taking off the old design.

Mr. Rambo made the motion to approve the redesign of the Russell Township Police vehicle graphics by Hall Public Safety per estimate #10864 dated May 17, 2022 and the letter from Chief Swaidner dated May 27, 2022, for a cost of \$5,280.00. Ms. Port seconded the motion and it passed unanimously.

POLICE: NOPEC NEC GRANT PROPOSAL: Chief Swaidner reviewed two proposals for the NOPEC Grant. The first one would be to replace the garage heater in the attached garage bays. The Chief stated it was installed when the building was built and it's not a reserve item. The second item would be to replace the fluorescent lighting at the firearms range.

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Ms. Port made the motion to approve the replacement of the Police Station attached garage heater with a thermostat-controlled Reznor natural gas heater by JKL Mechanical LLC, and additional roof flashing & flue repairs for a cost of up to \$7,000.00, per JKL Mechanical estimate #2145, dated February 14, 2022. Mr. Rambo seconded the motion and it passed unanimously.

Mr. Rambo made the motion to approve the replacement of the fluorescent lighting at the Police firearms range, 15625 Chillicothe Rd, by D&C Electrical Contracting, LLC, for a cost of \$2,237.30, per Invoice #8171, dated May 24, 2022. Ms. Port seconded the motion and it passed unanimously.

FISCAL OFFICER: Mrs. Walder stated she provided the Trustees and department heads the budget binders for the proposed 2023 budget. This will be useful for the budget workshops. Mrs. Walder thanked Mrs. Ezzone for her assistance not only for preparing the budget binders but also for updating a lot of the summary spreadsheets and supplemental spreadsheets. Mrs. Walder stated she sent out notice to the Trustees that the Hearing before the Budget Commission is scheduled for August 15 at 11:45 am. Mrs. Walder gave a reminder that it is the Trustees' responsibility to set the budget and the Budget Commission's responsibility is to review the budget for reasonableness and need.

Mrs. Walder stated that we have been notified by BWC that they will be conducting an audit of BWC payments. This is scheduled for later in June.

OPEC-HC: Mrs. Walder prepared a resolution regarding legal representation for the ongoing legal action with OPEC-HC. At the beginning of the year, the Board elected to move representation to Freeman, Mathis & Gary in Columbus. Mrs. Walder received notice that 1 of the attorneys is leaving the firm and they have proposed additional counsel along with a pro-rata billing arrangement. This firm represents a number of defendants in this OPEC-HC case and we have the benefit of getting pro rata billing for the work that they are doing on behalf of all of the clients. Mrs. Walder stated this resolution requests the additional counsel, rate of \$250 per hour, pro-rated by the number of OPEC-HC clients.

Mr. Rambo made the motion to approve Resolution 2022-16 Authorizing Legal Representation & Participation in Pro-Rata Billing with Freeman, Mathis & Gary LLP. Ms. Port seconded the motion and it passed unanimously.

SUPPLEMENTAL APPROPRIATION #2: RESOLUTION 2022-15: Mrs. Walder stated that this supplemental appropriation was mostly driven by bid opening for the 2022 road paving project. It was originally estimated at \$900,000.00 and the lowest bid came in at \$949,000.00. Mrs. Walder stated that the County Engineer indicated that the project is awardable and will have their award recommendation at the July 7th meeting.

Mr. Rambo made the motion to adopt the Supplemental Township Annual Appropriation #2, Resolution 2022-15, to provide for the current expenses and other expenditures of the Board of Trustees, for the fiscal year ending December 31, 2022, as recommended by the Fiscal Officer. Ms. Port seconded the motion and it passed unanimously.

BUDGET PLAN FOR ARPA FUNDS: Mrs. Walder stated she has requested an Amended Certificate for the 2nd round of ARPA funds, which are expected towards the fall of this year and expects the Budget Commission to act on that at their meeting on Monday.

DEPARTMENT SUGGESTIONS FOR ARPA PROJECTS: Mrs. Walder stated that she sent a worksheet to the Board showing all the project requests from the Department Heads using ARPA funds. Trustees asked Chief Swaidner to describe the FLOCK camera project. Mrs. Walder hopes that by the end of the budget workshops that there will be some direction on which projects the Township will use on ARPA funding for. Mrs. Walder suggests budgeting part of the funds for 2023 and part for 2024.

PROPOSAL FOR MILLER DODSON RESERVE STUDY: Mrs. Walder stated she is still working with Miller Dodson on the requested changes to their terms.

EROSION SPECIAL IMPROVEMENT DISTRICT (ESID): MONETARY SUPPORT: Mrs. Walder stated that she attended the May 24th meeting, along with 15 other attendees, including GSWCD and CRWP. The County Auditor reported on his investigation regarding potential funding sources for the initial set up costs, including the County Commissioners. Participants discussed option of dividing the cost amongst the participants versus the participants each setting up their own eSID without the County being involved. Everyone agreed that having the County coordinating the establishment of an eSID would be the preferred. The take away from the meeting was that each entity that was interested was asked to go back to their Board and request a pledge of some level of monetary support. Mrs. Walder stated that the estimate is \$20,000 - \$25,000 to set up the eSID and to date, there are a total of 5 potential entities interested.

Ms. Port was concerned if more participants joined down the road would the Township get a refund. Mrs. Walder stated that as discussed at the meeting, the entities that are part of the initial would each pay the same amount and then an entity that wants to join later that they would have to pay the same amount as well.

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Mr. Rambo made the motion authorizing Matt Rambo to advise the Geauga County Auditor of Russell Township's interest to date in joining a Geauga County-organized Erosion Special Improvement District (eSID). Further, Russell Township would consider a payment up to \$5,000.00 toward the initial setup fees for a Geauga County-organized eSID. Ms. Port seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED

STORAGE BUILDING: Ms. Port checked with TC Architects if they had any outstanding billing for their work on the project and they do not. Ms. Port stated that Mr. Chordar asked if the Board would be interested in revisiting the Pole Barn option. Ms. Port asked the Police and Fire Chiefs what their needs were for a storage building but the Board decided to table this topic till the Budget Workshops.

WRLC STEWARDSHIP LETTER: UPPER CHAGRIN PRESERVE: *Mr. Rambo made the motion to authorize a second letter, in conjunction with Western Reserve Land Conservancy, to Robbin and David Schecter, owners of 13629 Cuyahoga Trail, regarding the shooting backstop at that address which violates the terms of the conservation easement on the Upper Chagrin Preserve property. Ms. Port seconded the motion, and the vote was as followed: Mr. Rambo yes; Ms. Port abstained; Mr. Mueller yes and the motion passed.*

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). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 3:17 pm.

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

The meeting moved in regular session at 3:36 pm.

MEMORIAL DAY SERVICE: Mr. Rambo reported that he and Ms. Port attended the Memorial Day Service at the Briar Hill Church and commented "we can do better". He recommended that the Trustees consider getting involved to improve the program.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 3:38 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone