

RUSSELL TOWN HALL

July 21, 2022

The Chair, Mr. Mueller, called the meeting to order at 6:00 pm. Trustee Port was present. Board Administrator Melissa Palmer was also present.

Pledge of Allegiance was said.

Trustee Matthew Rambo and Fiscal Officer Karen Walder were absent.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Jim Mueller appoints Jennifer Dorka to serve as clerk pro tem.

MINUTES: *Ms. Port made the motion to accept the minutes of the Regular Meeting held on June 23, 2022, as presented. Mr. Mueller seconded the motion and it passed.*

QUARTERLY REPORTS: *Ms. Port made the motion to accept the 2nd Quarter 2022 Fire, Police, Road, Zoning, & Facilities reports. Mr. Mueller seconded the motion and it passed.*

TOWN HALL CHIP/SEAL: *Ms. Port made the motion, at the request of Shane Wrench, to approve the G.A.R. Paving Proposal #11219 Rev., dated July 18, 2022, as detailed in Proposal #2: Asphalt Level/Single Application Chip & Seal 16,244 sq ft of the Town Hall parking lot, in the amount of \$22,300.00, approved as to form by the Geauga County Prosecutor. Mr. Mueller seconded the motion and it passed.*

STRYKER: *Ms. Port made the motion, at the request of Chief Frazier, to approve the Stryker ProCare Proposal #220414090826 in the amount of \$7,464.70 dated April 14, 2022, for a one-year term starting August 27, 2022, and the attached Product Service Plan Agreement dated May 2022, approved as to form by the Geauga County Prosecutor, pending certification by the Fiscal Officer. Mr. Mueller seconded the motion and it passed.*

AUTHORIZED SIGNATORY: STRYKER: *Ms. Port made the motion to authorize Jim Mueller to act as Russell Township's authorized signatory for the Stryker ProCare Proposal dated April 14, 2022, and the attached Product Service Plan Agreement dated May 2022. Mr. Mueller seconded the motion and it passed.*

FIRE STATION MASONRY: *Ms. Port made the motion, at the request of Chief Frazier, to approve the Ray Arnold Proposal #13300, dated July 11, 2022, for tuckpointing & caulking at the Russell Fire Station, in the amount of \$9,950.00, approved as to form by the Geauga County Prosecutor. Mr. Mueller seconded the motion and it passed.*

FISCAL OFFICER'S REPORT: *Ms. Port made the motion to acknowledge receipt of the 2nd Quarter 2022 report from the Russell Township Fiscal Officer. Mr. Mueller seconded the motion and it passed.*

BANK RECONCILIATION & FINANCIAL REPORTS: *Ms. Port made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for June 2022, as submitted by Fiscal Officer Karen Walder. Mr. Mueller seconded the motion and it passed.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

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ROAD PROJECTS CONTRACT: *Ms. Port made the motion to execute the contract with Karvo Companies for the Asphalt Resurfacing of Various Roads in Russell Township, approved as to form by the Assistant County Prosecutor. Mr. Mueller seconded the motion and it passed.*

Ms. Port gave an update on the One Ohio representative spot. She thanked her fellow Trustees for supporting her on wanting to be appointed and sending a letter of recommendation to the County Commissioners. There was miscommunication between the Commissioners and their Assistant, and her letter was never forwarded to them. She spoke at the Geauga County Township Association dinner and told everyone her sincere interest in the position. There was one other person who showed interest, and now they will both interview with Commissioner Dvorak and he will pick the person for the opening.

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.*

The meeting moved into executive session at 6:31 pm.

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

The meeting moved into regular session at 6:35 pm.

FIRE DEPARTMENT PARAMEDIC: *Ms. Port made the motion to approve the move of Mr. Matthew Suzelis from EMT to part-time Paramedic, at the starting rate per Salary Schedule 35a, due to his successful completion of the Paramedic Program, effective August 1, 2022. Mr. Mueller seconded the motion and it passed.*

FIRE DEPARTMENT PARAMEDIC: *Ms. Port made the motion to approve the move of Mr. Nicholas Liberatore from EMT to part-time Paramedic, at the starting rate per Salary Schedule 35a, due to his successful completion of the Paramedic Program, effective August 1, 2022. Mr. Mueller seconded the motion and it passed.*

FIRE DEPARTMENT PARAMEDIC: *Ms. Port made the motion to approve the move of Mr. Casey McCarthy from EMT to part-time Paramedic, at the starting rate per Salary Schedule 35a, due to his successful completion of the Paramedic Program, effective August 1, 2022. Mr. Mueller seconded the motion and it passed.*

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

The meeting was adjourned at 6:36 pm.

James Mueller, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka