

RUSSELL TOWN HALL

November 17, 2021

The meeting was called to order at 6:30 pm. Trustee Port, Trustee Gabram and Trustee Mueller were present. Trustee Assistant Melissa Palmer was also present.

The following Department Heads were present: Fire Chief John Frazier.

Pledge of Allegiance was said.

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

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on October 5, 2021, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on October 13, 2021, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on October 20, 2021, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier advised the Trustees that he wanted to talk about the cleaning out / expanding of the retention pond behind the Fire Station. The Fiscal Officer recommended that he takes this matter to the Trustees as she didn't think it met the reserve item requirements for the funding, and the quote came in three times higher than the funds available in the reserve account for this project. Chief Frazier clarified that while having the pond cleaned it will be expanded past the original depth of the pond. He advised the Trustees that by digging the pond to ten feet (not the original seven feet) that our ISO rating for the Township will improve. The Trustees discussed the funding and decided that the project will happen next year. The Chair will make inquiries into the Reserve Fund Report and communicate with Miller Dodson.

ROAD PROJECT RESOLUTION – VARIOUS ROADS: *Mr. Mueller made the motion to approve Resolution 2021-32, a Resolution of Convenience and Necessity for the Improvement of Various Roads in Russell Township (Dines Rd. partial, Caves Rd. partial, Hillbrook La S., Hillbrook Cir., Hillbrook La E.,) which authorizes the Geauga County Engineer to prepare engineering plans. Mr. Gabram seconded the motion and it passed unanimously.*

FACILITIES: ELECTRIC POLE: *Mr. Mueller made the motion to approve the installation of an outdoor area light on pole #CXC-674745 for a cost of approximately \$25 per month (\$20.89 plus miscellaneous charges) by CEI/First Energy Corp, at 14921 Chillicothe Road. Mr. Gabram seconded the motion and it passed unanimously.*

FACILITIES: GENERATOR EXPENSE: *Mr. Gabram made the motion to approve the proposal for \$1,300.00 for the transport & use of generators on the hazardous materials abatement project by SafeAir Inc, of Chesterland OH, at the Old Fire Station, 14921 Chillicothe Road. Ms. Port seconded the motion. The vote: Mr. Mueller – abstain, Mr. Gabram – Yes, Ms. Port – Yes.*

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STORAGE BLDG: PRIMARY CONTACT: *Mr. Mueller made the motion to assign Kristina Port as the Township Trustee primary point of contact to TC Architects, per Agreement Section 1.17, for the proposed Storage Building project. Mr. Gabram seconded the motion and it passed unanimously.*

BANK RECONCILIATION & FINANCIAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for October 2021, as submitted by Fiscal Officer Karen Walder. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to discuss the appointment, employment, & compensation of public employees pursuant to ORC 121.22(G)(1). Mr. Gabram seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:22 pm.

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

The meeting moved into regular session at 7:33 pm.

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

The meeting was adjourned 7:35 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka