

Town Hall/Virtual

May 20, 2020

Chairman Mueller called the meeting to order at 7:11 pm. Trustee Gabram and Trustee Port were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were present.

The following Department Heads were present: Police Chief Tim Carroll and Fire Chief John Frazier.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on May 6, 2020, as presented. Ms. Port seconded the motion and it passed unanimously.*

Ms. Port made the motion to accept the minutes of the Special Meeting held on May 12, 2020, as presented. Mr. Gabram seconded the motion and it passed unanimously.

FISCAL OFFICER: Mrs. Walder reported that she was notified of an incident this morning in which original Fiscal Office documents were removed from the fiscal office after hours without authorization. This action not only violated the personal space of a fiscal office employee, it interfered with the Fiscal Officer's elected responsibility as the keeper of Township records. The matter has been turned over to law enforcement. Mrs. Walder further stated for the record that no Trustee, or any person may remove documents from the fiscal office without her express consent.

Trustee Port indicated that she was the person who removed the documents.

COMMENTS FROM THE PUBLIC WERE RECEIVED

WEST GEAUGA COMMUNITY JOINT REC DISTRICT: Mrs. Palmer would like to advertise in a couple of papers and allow a month or two for individuals to apply. The Trustees have all agreed for Mrs. Palmer to move forward with advertising.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider 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 7:19 pm.

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

The meeting moved in regular session at 7:26 pm.

HIRE PART-TIME OFFICER: *Mr. Gabram made the motion, based on the recommendation of the Police Chief, to hire Dylan Miralia as a part-time police officer and constable with the Russell Township Police Department. The conditions of employment are as follows: The official starting date is June 1, 2020, based upon completion of all applicable paperwork with the Russell Township Fiscal Office. A one year probation period will begin on the official starting date. Pay scale will be at the entry level per the part-time wage Salary Schedule 32a. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Ms. Port seconded the motion and it passed unanimously.*

HIRE PART-TIME OFFICER: *Mr. Gabram made the motion, based on the recommendation of the Police Chief, to hire Benjamin Milroy as a part-time police officer and constable with the Russell Township Police Department. The conditions of employment are as follows: The official starting date is June 1, 2020, based upon completion of all applicable paperwork with the Russell Township Fiscal Office. A one year probation period will begin on the official starting date. Pay scale will be at the 2 year level per the part-time wage Salary Schedule 32a. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Ms. Port seconded the motion and it passed unanimously.*

FIRE DEPT HIRE: *Mr. Gabram made the motion to hire Daniel Burnett as a part-time firefighter/EMT at the beginning rate of \$16.28 hour, per Salary Schedule 32a, effective June 1, 2020, pending the completion of all paperwork with the Fiscal Officer. Ms. Port seconded the motion and it passed unanimously.*

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ZONING SECRETARY: VACANCY: *Mr. Gabram made the motion to approve the part-time employment of Cathleen Birli as Zoning Secretary at the starting rate of \$18.24 per hour, per Township Salary Schedule 32a, effective June 1, 2020, for approximately 20 hours per week, with a one year probationary period, pending the completion of all paper work with the Fiscal Office, and pending satisfactory results of the FBI/BCI background check. Ms. Port seconded the motion and it passed unanimously.*

Mr. Gabram asked the board to discuss the next steps for the Board of Zoning Appeals and Zoning Commission to restart their meetings. Mr. Gabram stated that the governor lifted the 10-person limitation but stated it should still be in place in certain situations and is up to every chairperson to schedule and run the meetings accordingly. He also noted that while the Trustees should not dictate methods to the ZC or BZA Boards, our APA will make herself available to discuss and provide direction to the Board chairpersons. Mr. Mueller stated that he will talk with the 2 chairmen to see if they have any questions regarding how they want to run the meetings going forward. The Trustees have agreed to allow the BZA and ZC to use the Town Hall to hold their meetings as long as it's available.

REQUEST FOR USE OF TOWN HALL: *Ms. Port made the motion to grant permission for the Russell Township Zoning Commission and Board of Zoning Appeals to use the Town Hall, subject to Township rules and regulations, subject to availability, and subject to adherence with the Governor of Ohio's advisories for the coronavirus crisis. Mr. Gabram seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 7:54 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar