

TOWN HALL

JULY 15, 2020

Chairman Mueller called the meeting to order at 7:00 pm. Trustees Gabram and Port were present. Trustee Assistant Melissa Palmer was also present.

Fiscal Officer Karen Walder was absent with apologies.

CLERK PRO TEM: In the absence of Fiscal Officer Karen Walder, Board of Trustees Chairman James Mueller appoints Jennifer Dorka to serve as clerk pro tem.

The following Department Heads were present: Zoning Inspector Shane Wrench.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on June 17, 2020, as presented. Ms. Port seconded the motion and it passed unanimously.*

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on July 1, 2020, as presented. Ms. Port seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Gabram made the motion to acknowledge receipt of the 2nd quarter 2020 reports from Fire, Police, Road, and Zoning departments. Ms. Port seconded the motion and it passed unanimously.*

ROAD PROJECT: CHANGE ORDER APPROVAL: *Mr. Gabram made the motion, at the recommendation of the Geauga County Engineer, to approve Change Order No. 7 to the County Line Road Project RC-0093-AC-2019, reflecting an additional \$18,288.00 to the financial contract cost, based on the document dated June 30, 2020. Ms. Port seconded the motion and it passed unanimously.*

TRAX PAYMENT APPROVAL: *Ms. Port made the motion to approve the Pay Application No. 11 for the County Line Road Project RC-0093-AC-2019 in the amount of \$194,630.97 from Hunting Valley local funds and \$9,426.25 in Russell Township local funds for a sum of \$204,057.22 local funds to Trax Construction, Inc. Mr. Gabram seconded the motion and it passed unanimously.*

COUNTY LINE ROAD: OPWC DISBURSEMENT REQUEST: *Ms. Port made the motion to authorize Gary Gabram, Trustee, and Karen Walder, Fiscal Officer, to sign Appendix E, Disbursement Request Form and Certification, Reconstruction of County Line Road, OPWC Project #DGU11, for disbursement No. 7 in the amount of \$49,861.58. Mr. Gabram seconded the motion and it passed unanimously.*

CARES ACT PAYMENT REQUEST: *Mr. Gabram made the motion to approve payment request number 001, submitted by Chief Carroll, having determined that the costs were necessary and the expenses were incurred as a result of the COVID-19 crisis per the requirements of the CARES Act. Ms. Port seconded the motion and it passed unanimously.*

ROAD PROJECTS EMPIRE CONTRACT: *Mr. Gabram made the motion to execute the contract with Empire Paving LLC for the Improvement of Various Roads in Russell Township, approved as to form by the Assistant County Prosecutor. Ms. Port seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

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RECYCLING CENTER: The board discussed security options for the recycling center, and has received a quote for cameras which would include a license plate reading camera. The board is also working on getting quotes for fencing around the recycling center, and possibly a gate. Trustee Mueller would like to have signs made with what is accepted at the center and with the punishment for littering at the center. Another recycling bin will be requested from Geauga Trumbull Solid Waste Management District.

GO GREEN GRANT: Ms. Port is working on an application for the Go Green Grant. She would like the other Trustees to give their feedback so that she can submit the grant application by the August 3rd deadline, which is before the next scheduled Trustee meeting.

ACCEPT DONATION: *Mr. Gabram made the motion to accept the donation of a raccoon art plaque from Mr. Bill Mason. Ms. Port seconded the motion and it passed unanimously.*

BOARD OF ELECTIONS: *Mr. Gabram made the motion to authorize Fiscal Officer Karen Walder to execute the Contract for Election Day Polling Location to be held on November 3, 2020 with the Geauga County Board of Elections. Ms. Port seconded the motion and it passed unanimously.*

TOWN HALL USE: *Ms. Port made the motion to grant permission for the Geauga County Board of Elections to use the Town Hall from 5:30 am -9:00 pm on November 3, 2020, subject to township rules and regulations. Mr. Gabram seconded the motion and it passed unanimously.*

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

The meeting moved into executive session at 7:43 pm.

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

The meeting moved to regular session at 8:05 pm.

WG COMMUNITY JOINT RECREATION DISTRICT: *Mr. Gabram made the motion to appoint Mrs. Sara Sustin to the West Geauga Community Joint Recreation District Board for the remainder of the three-year term ending April 2023. Ms. Port seconded the motion and it passed unanimously.*

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

The meeting moved into executive session at 8:06 pm.

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

The meeting moved to regular session at 8:15 pm.

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FIRE DEPARTMENT PARAMEDIC: *Mr. Gabram made the motion to approve the move of Mr. Noah C. Wilson from EMT to Paramedic, at the starting rate, part-time, due to his successful completion of the Paramedic Program, effective June 16, 2020. Ms. Port seconded the motion and it passed unanimously.*

FIRE DEPARTMENT PARAMEDIC: *Ms. Port made the motion to approve the move of Mr. Frank C. Gromosky from EMT to Paramedic, at the starting rate, part-time, due to his successful completion of the Paramedic Program, effective June 16, 2020. Mr. Gabram seconded the motion and it passed unanimously.*

CRAUN SPACE: The board discussed the need for township personnel to have first floor office space accommodations in the Administration Building. Due to this need of first floor office space Craun & Associates are being asked to depart from their space in the township owned building, which they have been currently renting month to month.

Mr. Gabram made the motion to approve the termination of the month to month agreement with Craun & Associates for the rental of space at the 8501 Kinsman Road township owned property; premises to be vacated November 1, 2020. Ms. Port seconded the motion and it passed unanimously.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

The Trustees authorized the advertisement for Zoning Commission members.

The Trustees authorized getting estimates from professionals for ZOOM and the technology improvements for the Town Hall to include monitors, speakers, acoustic sound improvements, and WiFi.

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

The meeting was adjourned at 8:22 pm.

James Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Dorka