

RUSSELL FIRE-RESCUE STATION

November 1, 2017

Chairman Madden called the meeting to order at 1 pm. Trustees Jim Mueller and Gary Gabram were present. Also present was Fiscal Officer Chuck Walder, Fire Chief John Frazier, Police Chief Tim Carroll, Road Superintendent Gene Layne, and Zoning Inspector Shane Wrench.

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on October 18, 2017, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

**QUARTERLY REPORTS:** *Mr. Gabram moved to accept the third quarter 2017 departmental reports from the Fire, Police, Road, and Zoning Departments. Mr. Mueller seconded and the motion passed unanimously.*

**ZONING DEPARTMENT:** Zoning Inspector Wrench reported that 7 permits have been issued this month along with a variance request. The Land Use Guide Plan is in its final form and ready for Trustee review; Zoning Secretary Jennell Dahlhausen indicated that it had been edited and reviewed by the Chagrin River Watershed Partners, the Western Reserve Land Conservancy, the County Prosecutor's Office, and the Geauga County Planning Commission.

**POLICE DEPARTMENT:** Police Chief Carroll reminded the board that the election for the police department levy takes place this Tuesday, November 7th.

The Police Department collected 90 pounds of unused and leftover medications during their prescription take back program.

Chief Carroll reported that Halloween was a success and there were no incidents to report.

**ROAD DEPARTMENT:** Road Superintendent Layne reported that the recycling center collected over 20 tons of recyclables in September, generating \$6,057.44 for the current year.

The trucks have all been outfitted with plows and spreaders and serviced for winter.

Mr. Madden indicated that a letter of appreciation for the Road Department was received from the West Geauga Schools. An incident in which a stuck school bus damaged grassy areas was quickly fixed by Gene Layne and the Road Department without hesitation.

**FISCAL OFFICER:** Mr. Walder reported that the township has been awarded the NatureWorks grant in the amount of \$11,669 towards the proposed Veterans' Memorial Garden project.

Mr. Walder suggested that a new bank account be opened at Chase Bank due to various drawbacks from the current account held at Middlefield Bank. Mr. Walder would like to utilize Positive Pay, a feature that helps prevent fraud from occurring during cashing checks, and is not currently available at Middlefield Bank. Chase Bank also offers on-site deposits through a computer scanner, reducing the need for staff to drive deposits to the bank. A dedicated government representative is staffed to handle any and all procedural questions, account setup, and account maintenance as needed.

**BANKING:** *Mr. Gabram made the motion to authorize a new township bank account with Chase Bank. Mr. Mueller seconded the motion and it passed unanimously.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

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**SNOWPLOWING 2017/2018 BIDS:** Mr. Walder received quotes for snowplowing and sidewalk clearing from H&M Landscaping, LandsKeepers, TRC, and Outdoor Concepts. The Township has previously contracted out snowplowing to both H&M Landscaping and TRC. Mr. Walder recommended the Township consider snowplowing at the contract rate with Outdoor Concepts whose bid was lower than LandsKeepers. The Road Department will handle salting of the Township lots for the season. *Mr. Gabram made the motion to accept the November 1, 2017 worksheet estimate for snowplowing and walk clearing services by Outdoor Concepts on a contract basis at the Russell Township Administration, Fire, and Police Department lots for the 2017/2018 season. Mr. Mueller seconded the motion and it passed unanimously.*

**SNOWPLOWING 2017/2018:** *Mr. Mueller made the motion to authorize Fiscal Officer Charles Walder to execute the agreement for 2017/2018 snow clearing services with Outdoor Concepts. Mr. Gabram seconded the motion and it passed unanimously.*

**NOPEC PROXY:** *Mr. Mueller made the motion to appoint and designate James R. Flaiz as the Proxy for the 2017 Northeast Ohio Public Energy Council (NOPEC) general assembly meeting. Mr. Gabram seconded the motion and it passed unanimously.*

**CIRCLE K:** Guest John Iskis, representative of Circle K, presented proposed plans for the current Circle K store. The plans include the addition of 6 gas pumps and a remodeled, expanded store.

**PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.**

**ADJOURNMENT:** *Mr. Mueller made the motion to adjourn. Mr. Gabram seconded and it passed.*

The meeting was adjourned at 1:53 pm.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite