

Town Hall

June 16,

2021

The Chair, Ms. Port, called the meeting to order at 6:30 pm. Trustee Gabram and Trustee Mueller were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were present.

The following Department Heads were present: Zoning Inspector Shane Wrench and Fire Chief John Frazier.

SPECTRUM: Mr. Wrench stated he received a contract from Spectrum and forwarded it to our APA and she had a couple of questions. Mr. Wrench stated he forwarded the questions to the Spectrum rep and she came back stating that Spectrum's contract cannot be changed. Mr. Wrench stated that the contract is month to month and the Township can cancel at any time. Mrs. Walder stated she has not seen the new contract and reiterated questions sent to Mr. Wrench & Ms. Port which have not been addressed.

Mr. Mueller made the motion, at the request of the Facilities Manager, to approve internet service for the Town Hall, per service order #12586210 from Spectrum for \$72.98 month to month, with a \$99.00 installation charge, dated May 26, 2021. Mr. Gabram seconded the motion and it passed unanimously.

ROOFING ESTIMATE: ANYTHING EXTERIOR: Mr. Wrench stated that there was an adjustment to the estimate for the roofing at the Town Hall. Once they did a sample cut to look at the installation they realized the whole roof needed new sheeting, which increased the estimate by over \$10,000.00. Mrs. Walder asked if the installation is to code and Mr. Wrench stated it is R38. Mrs. Walder stated that when appropriations were originally done for this project, they had appropriated \$20,000.00 and may need to get a supplemental appropriation later in the year for the increase but depends what other reserve items get completed this year.

Mr. Mueller made the motion, at the request of the Facilities Manager, to approve the various roofing & insulation related repairs & improvements for the Town Hall, per proposal #EST249 from Anything Exterior for \$25,880.00, dated June 1, 2021, with an additional allowance of \$400.00 for 5 extra sheets of osb sheeting per the proposal, for a final amount of \$26,280.00. Mr. Gabram seconded the motion and it passed unanimously.

AUBURN FENCE: Mr. Wrench stated that he has had an estimate for the fencing for the recycling center for almost a year now. With the cost of materials going up, Mr. Wrench reached back out to Auburn Fencing for an updated estimate and it's now \$12,050.00 for 152' of white vinyl privacy fence to enclose the east corner of the recycling center. Mr. Wrench stated that there will be some grant funds to go towards this installation.

Mr. Mueller made the motion, at the request of the Facilities Manager, to approve the installation of a white vinyl privacy fence for the Recycling Center, per proposal #061121-2 from Auburn Fence Corp. for \$12,050, dated June 11, 2021. Mr. Gabram seconded the motion and it passed unanimously.

INDEPENDENT TREE: Mr. Wrench stated that there are two dead trees in the cemetery and are pretty close to the drive and reached out to Independent Tree for an estimate. Mr. Wrench stated the total of the estimate is \$1,950.00.

Mr. Gabram made the motion, at the request of the Facilities Manager, to approve the removal of trees for the Briar Hill and Riverview Cemeteries, per Estimate #20210616 from Independent Tree for \$1,950.00, dated June 16, 2021. Mr. Mueller seconded the motion and it passed unanimously.

6:45 pm PUBLIC HEARING, 2022 BUDGET: Mr. Muller made the motion to open the public hearing on the proposed budget for the year 2022. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Mueller made the motion to close the public hearing on the proposed budget for the year 2022. Mr. Gabram seconded the motion and it passed unanimously.

The Public Hearing closed at 6:55 pm.

2022 BUDGET: Mr. Gabram made the motion to approve the proposed budget for the year 2022. The vote as followed: Mr. Muller no; Mr. Gabram yes; Ms. Port yes and the motion passed.

FIRE DEPT: PARAMEDIC CONTRACTS: Chief Frazier stated he has two paramedic contracts for tuition loan agreements and Chief Frazier stated these have been approved by our APA. Mrs. Walder stated that she just found out about this agenda item when she received the agenda and has not talked with the Chief about available funds, so she is not able to certify the agreements. Ms. Port stated that this will be tabled to the June 21, 2021 meeting so Mrs. Walder has time to verify that funds are available.

AMENDED CERTIFICATE: Mrs. Walder stated that she was under the impression she needed to get a new amended certificate following the reserve transfer, but turns out it is not required.

Mr. Gabram made the motion to rescind the previous acceptance of the Amended Certificate of Estimated Resources #2 dated May 3, 2021, and to reinstate the acceptance of the Amended Certificate of Estimated Resources #1, dated February 22, 2021, for Russell Township for the fiscal year beginning January 1, 2021. Mr. Mueller seconded the motion and it passed unanimously.

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HILLBROOK LANE EAST HIGHWAY EASEMENT #1: RAYBURN: *Mr. Mueller made the motion to approve the Easement for Public Road Purposes between Russell Township and Sara M. Rayburn, AKA Sarah Michener Rayburn, Trustee of the Sarah Michener Rayburn Trust, dated May 13, 2021, authorizing the execution of the easement, the recording of the easement for a cost of \$50.00, and the payment of \$1,276.35 to Sara M. Rayburn, AKA Sarah Michener Rayburn, Trustee. Mr. Gabram seconded the motion and it passed unanimously.*

HILLBROOK LANE EAST HIGHWAY EASEMENT #2: GRISWOLD: *Mr. Gabram made the motion to approve the Easement for Public Road Purposes between Russell Township and William B. Griswold, Trustee, of the Dorothy B. Griswold Trust, dated May 13, 2021, authorizing the execution of the easement, the recording of the easement for a cost of \$50.00, and the payment of \$1,275.68 to William B. Griswold, Trustee. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mrs. Walder stated that the video from the Budget Commission training class that was held live on May 18th has been released and she has forwarded it to the Trustees.

UDLG REDISTRIBUTION: Ms. Port stated this measure also needed to be approved by the County Commissioners and it was supposed to be on their June 15 agenda and it was taken off. Ms. Port wants to make sure the commissioners are on board before the Trustees make a decision. Ms. Port stated another consideration with Russell Township is the two park boards, and would like input from each board before they vote. The Trustees have decided to table this item until they know what the County Commissioners have voted on.

COMMENTS FROM THE PUBLIC WERE RECEIVED

TC ARCHITECTS PROPOSAL REVISIONS: Ms. Port would like to review items that were answered by our APA, look at what was proposed and what may be different, understand the blanks that must be filled in for the Fiscal Officer so Mrs. Walder can certify the funds. Trustees need to decide on arbitration or litigation and they agree to go with arbitration. The Trustees have decided to continue this discussion on Monday.

OPWC LOCAL INTEGRATING COMMITTEE BALLOT: *Mr. Mueller made the motion to appoint PJ Cavanaugh as Russell Township's nominee to the OPWC District Seven Local Integrating Committee. Mr. Gabram seconded the motion and it passed unanimously.*

LIAISON UPDATES/MEETING REPORTS: Ms. Port stated she listened to Spectrum Health Hazmat/EMS on how they update their 360 page manual. Ms. Port stated they were talking about hazmat and what firefighters need to know about distances with different chemicals.

EXECUTIVE SESSION: *Mr. Gabram 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). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:35 pm.

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

The meeting moved into regular session at 8:00 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 8:00 pm.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Sustar