

Town Hall

June 21, 2021

The Chair, Ms. Port, called the meeting to order at 9:00 am. Trustee Gabram and Trustee Mueller were present. Trustee Assistant Melissa Palmer was present. Fiscal Officer Karen Walder was absent.

The following Department Head was present: Fire Chief John Frazier.

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

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

The meeting moved into executive session at 9:01 am.

*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 9:35 am.

**TRANSFER TO INTERIM CHIEF OF POLICE:** *Mr. Mueller made the motion, based on the recommendation of the Chief Tim Carroll, to transfer Thomas Swaidner to the position of Interim Chief of Police, and full-time police officer and constable, with the Russell Township Police Department. The conditions of employment are as follows: The official starting date is July 16, 2021. Pay scale will be at the current Chief rate of \$88,703.84 per year per Salary Schedule 33. Transfer subject to review of requested documents. The Interim Chief of Police position is a temporary, open-ended assignment with duties & responsibilities based on the current position description for the Russell Township Chief of Police. Mr. Gabram seconded the motion and it passed unanimously.*

Congratulations were extended to Mr. Swaidner. The trustees appreciate that he will take on this responsibility.

**PARAMEDIC CONTRACT/TUITION LOAN AGREEMENT:** *Mr. Mueller made the motion, at the recommendation of Chief Frazier, to enter into a Tuition Loan Agreement with Mr. Matthew R. Suzelis for his 2021-2022 UH Portage Medical Center Paramedic Program training and certification, approved as to form by the Geauga County Prosecutor's Office. Mr. Gabram seconded the motion and it passed unanimously.*

**PARAMEDIC CONTRACT/TUITION LOAN AGREEMENT:** *Mr. Gabram made the motion, at the recommendation of Chief Frazier, to enter into a Tuition Loan Agreement with Mr. Nicholas R. Liberatore for his 2021-2022 UH Portage Medical Center Paramedic Program training and certification, approved as to form by the Geauga County Prosecutor's Office. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD PROJECT: TRAX CHANGE ORDER APPROVAL:** *Mr. Mueller made the motion, at the recommendation of the Geauga County Engineer, to approve Change Order No. 18 & Final to the County Line Road Project RC-0093-AC-2019, reflecting additions of \$450.01, and reflecting deductions of \$31,172.32, for a revised Contract Value of \$3,837,708.23, based on the document dated February 17, 2021. Mr. Gabram seconded the motion and it passed unanimously.*

**SUPPLEMENTAL APPROPRIATIONS 2021:** *Mr. Gabram made the motion to adopt the Supplemental Township Annual Appropriation Resolution 2021-16 to provide for the additional sums (SUPPL #2 \$500,000) to be set aside and appropriated in 1000 General Fund for the fiscal year ending December 31, 2021, as recommended by the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

#### **COMMENTS FROM THE PUBLIC RECEIVED**

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2021

**UDLG:** Ms. Port stated they did invite the 1545 and 511 park boards to this meeting if anyone had comments but no one was in attendance. Mrs. Palmer stated that Mr. Perry Howland showed up during executive session and could not stay. He stated he would like to talk with the trustees regarding this topic. Mr. Mueller asked when the deadline was and Mrs. Palmer stated that the trustees have till July 1<sup>st</sup> to submit their vote to the Budget Commission. Mr. Gabram stated he thinks they should wait to see what the county is going to decide. Mrs. Palmer's understanding was that the County Commission was going to be counting resolutions by Townships, and stated if nothing is submitted by July 1<sup>st</sup> that the Township will be considered as having not voted. Mr. Mueller asked Mrs. Palmer to send a letter to the Budget Commission saying the trustees have reserved their right to vote until after they make their decision.

**CRITERIA ARCHITECT:** Ms. Port asked to have an updated copy of the agreement with the questions that have been answered by TC Architects and the APA. Mr. Gabram stated he has the updated copy and stated he went through each of the questions that was sent to TC Architects and to our APA and verified it was updated. Mr. Gabram stated the trustees needed to decide if they wanted arbitration or litigation and all Trustees agreed to arbitration as a means of solving disputes. Mr. Gabram stated he will send the new agreement to our APA to review.

**ARBITRATION:** *Mr. Gabram made the motion to go with arbitration as a means to solving disputes as opposed to litigation. Mr. Mueller seconded the motion and it passed unanimously.*

**CRITERIA ARCHITECT: STORAGE BUILDING:** *Mr. Mueller made the motion to approve the hiring of a Criteria Architect for the Storage Building project, per proposal #B101-2017, dated June 21, 2021 from TC Architects for \$39,900.00 plus \$5,000.00 for reimbursable expenses plus 10%, for a sum of \$45,400.00, pending approval as to form by the Geauga County Prosecutor. Mr. Gabram seconded the motion and it passed unanimously.*

**MOTION TO ALLOW EXPENDITURE OF FUNDS:** *Mr. Gabram made the motion to allow the expenditure of funds to TC Architects for work on the Storage Building Project as the purchase is made by competitive selection and with the approval of the Board of Trustees. Mr. Mueller seconded the motion and it passed unanimously.*

**WERTZ GEOTECH:** *Mr. Mueller made the motion to approve the geotechnical drilling services for the Storage Building project, as recommended by Robert Chordar, Criteria Architect, per proposal from Wertz Geotechnical Engineering Inc., of Akron, Ohio, for \$3,300.00, dated May 10, 2021. Mr. Gabram seconded the motion and it passed unanimously.*

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

The meeting was adjourned at 10:15 am.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Sustar