

WESTWOOD ELEMENTARY

APRIL 6, 2016

Chairman Madden called the meeting to order at 1:00 pm. Trustees Gabram, and Mueller were present. Fiscal Officer Charles Walder, and Trustee's Assistant Melissa Palmer were also present. The following Department Heads were present: Police Chief Tim Carroll, Fire Chief John Frazier, Road Superintendent Gene Layne, and Zoning Inspector Diana Steffen.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on March 16, 2016, as presented. Mr. Madden seconded the motion and it passed. Mr. Mueller abstained.*

**MINUTES:** *Mr. Gabram made the motion to accept the minutes from the Regular Meeting held on March, 16, 2016, as presented. Mr. Madden seconded the motion and it passed. Mr. Mueller abstained.*

**QUARTERLY REPORTS:** *Mr. Gabram made the motion to acknowledge receipt of the 1st quarter 2016 reports from the Fire, Police, Road, and Zoning Departments. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT - ROAD MATERIALS BID AWARD:** *Mr. Mueller made the motion to approve awarding road material bids as follows: Hot Mix #448 Type 1 to Shalersville Asphalt Co. for an amount of \$55.00 per ton as the primary supplier. Hot Mix #448 Type 2 to Shalersville Asphalt Co. for an amount of \$46.00 per ton as the primary supplier. Mr. Gabram seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT - ROAD IMPROVEMENTS:** *Mr. Gabram made the motion to approve the specifications for the resurfacing of Watt Road as provided by the Geauga County Engineer's Office. Mr. Mueller seconded the motion and it passed unanimously.*

*Mr. Gabram made the motion to approve Resolution 2016 - 4: A Resolution to Order the Improvement of Watt Road, and the accompanying specifications prepared by the County Engineer. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT ASPHALT GRINDER PURCHASE:** *Mr. Gabram made the motion to approve the purchase, based on the Road Superintendent's recommendation, of an asphalt grinding attachment for the skid steer loader for a cost of \$13,880.00 from Columbus Equipment. Mr. Mueller seconded the motion and it passed unanimously.*

**ZONING DEPARTMENT:** Complete applications for the position of Zoning Inspector are due by April 8th at 4:30 pm. Applications include a resume, a letter of interest, and a township employment form. Employment forms are available online or at the Administration Building on Kinsman Road.

**POLICE DEPARTMENT:** The new Police car has been ordered and should be here in May, 2016.

Chief Carroll is offering the patrolmen the opportunity to take the sergeants exam. The review board portion of the exam will be held in late May, and the written part of the exam will be in June.

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Coffee with a Cop will be held on Saturday April 23, 2016 at the Russell Police Department from 9:00 am - 11:00 am. The Police invite you to come out, have a cup of coffee, and get to know your Police Officers.

**LT MCDERMOTT RESIGNATION:** *Mr. Gabram made the motion to accept with regret the resignation of Lt. Scott McDermott from the employment of Russell Township, effective July 1, 2016. Mr. Mueller seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT:** The tornado siren was tested on Wednesday March 23rd at 9:50 am. Chief Frazier would like to test the siren every Saturday at noon to make sure that the siren is functional since it is exposed to the elements.

**FISCAL OFFICER:** In February the recycling center earned \$537.00 the average monthly income from the recycling center is over \$700.00, and the total since inception is \$21,229.00.

**ACCEPT DONATION:** *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the "as is" donation from the Auditor of State of Ohio of a Dell 2350dn printer. Mr. Mueller seconded the motion and it passed unanimously.*

**MEMORIAL OBSERVANCE:** *Mr. Mueller made the motion to approve \$600.00 for the necessary and reasonable expense for the Memorial Observance to be held at Briar Hill on Sunday, May 22, 2016. Mr. Madden seconded the motion and it passed unanimously.*

**REQUEST FOR USE OF TOWN HALL:** *Mr. Mueller made the motion to grant permission for the Deer Lake Homeowner's Association to use the Town Hall on May 12, 2016, subject to Township rules, regulations, and continued availability. Mr. Gabram seconded the motion and it passed unanimously.*

#### **COMMENTS FROM THE STUDENTS WERE RECEIVED**

**TOWNSHIP RACCOON:** *Mr. Gabram made the motion, based on the recommendation of the 2015-2016 third grade class of Westwood Elementary School, to name the Russell Township raccoon logo Sheauga. Mr. Mueller seconded the motion and it passed unanimously.*

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

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

The meeting was adjourned at 1:41 PM.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: J. Dorka