

RUSSELL FIRE-RESCUE STATION

November 6, 2018

Chairman Madden called the meeting to order at 5:00 pm. Trustee Gabram and Mueller were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were also present.

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

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on October 17, 2018, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on October 25, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

QUARTERLY REPORTS: *Mr. Gabram made the motion to accept the third quarter 2018 departmental report from the Fire, Police, and Road Departments. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Zoning Inspector Shane Wrench reported that the BZA conducted their regular meeting on November 5, 2018, however Circle K postponed due to not having a full board. The next meeting of the BZA is scheduled for December 3, 2018.

Mr. Wrench reported on the roof status of the Old Fire Station. A Carlisle representative was out to assess feasibility of adding a slight slope to the roof with insulation channels to direct the water run-off, since it is a true flat roof. Mr. Wrench expects to receive updated specifications for the roofing project next week.

FURNACE PURCHASE: Mr. Wrench had received two very competitive quotes to replace the twinned furnace system in the administration building. One of the two is currently inoperable. Mr. Wrench reviewed the quotes with Fiscal Officer Karen Walder, and recommended the quote from Smylie One.

Mr. Gabram made the motion to approve the purchase of a Bryant high efficiency gas heating system from Smylie One of Chester, Ohio, for a cost of \$6,384.00 per the proposal dated October 16, 2018. Mr. Mueller seconded the motion and it passed unanimously.

POLICE: Chief Carroll reported that efforts to donate the old police cruiser to the schools for the SRO have not worked out. He will instead look into selling or auctioning the vehicle.

Chief Carroll reported that the Coffee with a Cop event that was held on October 6, 2018 was well received with about 25 people attending.

Chief Carroll reported that the drug box they have in the lobby was turned in on October 29, 2018. Since April 28, 2018, they have collected 99 pounds of prescriptions that are safely out of circulation.

FIRE DEPARTMENT: Chief Frazier announced that Susan Baker will be retiring at the end of this year. Chief Frazier and Chairman Madden have been discussing who will be filling her role, and currently Ms. Baker has been training some of the

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firefighters/EMT. Chief Frazier feels this approach is working out.

Mr. Gabram made the motion to accept the resignation of Susan Baker from the employ of Russell Township, effective December 31, 2018. Mr. Mueller seconded the motion and it passed unanimously.

ACCEPT DONATION: *Mr. Gabram made the motion, at the recommendation of the Fiscal Officer, to accept the donation of \$50.00 to the Fire Department from Marilyn Brennan. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to accept the donation of \$50.00 for use by the Fire Department at the discretion of the Fire Chief. Mr. Gabram seconded the motion and it passed unanimously.

FIRE VEHICLE PURCHASE: *Mr. Gabram made the motion to approve the purchase of a 2019 Ford Expedition for the amount of \$41,400.00 from Nick Abraham Ford of Elyria, Ohio, this cost not including the 30 day tag. Up-fitting of this vehicle will be performed by Hall Public Safety for the cost of \$12,671.78, as recommended by the Fire Chief. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICE: FIRE GRANT & AMENDED CERTIFICATE: Fiscal Officer Karen Walder reported the Township has received the FEMA Grant monies that the Fire Department applied for. Per the Auditor of State, a separate fund needs to be created. Ms. Walder is asking that the trustees to approve Resolution 2018-21, which will authorize the Fiscal Office to create the new fund. In addition, the Fiscal Office requested and received an Amended Certificate of Resources for 2018 from the County Budget Commission.

Mr. Mueller made the motion to approve Resolution 2018-21: A Resolution to approve the creation of Special Revenue Fund 2902 related to the Assistance to Firefighter's Grant. Mr. Gabram seconded the motion and it passed unanimously.

Mr. Gabram made the motion to accept the Amended Certificate of Estimated Resources for Russell Township for the fiscal year beginning January 1, 2018, as revised by the Budget Commission and dated October 29, 2018. Mr. Mueller seconded the motion and it passed unanimously.

2019 HEALTH CARE RENEWAL: Ms. Walder reported that our health insurance provider has offered an option to renew our existing health care plan with Medical Mutual for a 24-month term with the same benefit package at a cost increase of 9.5% over current premium rates.

Mr. Mueller made the motion to accept the special renewal option from Medical Mutual locking the township in for a 24 month period at a 9.5% increase from our 2018 premium rates (all Medical Mutual benefits remain the same). Mr. Gabram seconded the motion and it passed unanimously.

Mr. Mueller made the motion to authorize Fiscal Officer Karen Walder to act as the signatory and executor for the Medical Mutual Health Care agreement. Mr. Gabram seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

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VETERANS MEMORIAL PARK SKETCH: Trustees discussed preliminary design from Rob Morgan. Items still to be worked out includes the materials to identify each branch of the military and lighting. Mr. Morgan was going to get some quotes on solar power lights on a flag pole. Trustees will invite Mr. Morgan to attend the next Trustee meeting.

RESCHEDULE MEETING: The November 21, 2018 Trustee meeting has been rescheduled to Monday, November 19, 2018 at 5:30 pm in the Russell Township Fire-Rescue Station.

ADVERTISE FOR ZONING COMMISSION & BZA MEMBERS: Chairman Madden asked Ms. Palmer to place ads seeking residents interested in serving on the Zoning Commission or Board of Zoning Appeals.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the employment and compensation of a public employee pursuant to ORC 121.22 (G) (1) AND to consider the sale or lease of public property pursuant to ORC 121.22 (G) (2). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 5:43 pm.

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

The meeting moved into regular session at 6:10 pm.

FISCAL OFFICER & ZC/BZA SECRETARY: *Mr. Gabram made the motion to approve the appointment of Fiscal Officer Karen Walder as secretary of the township Zoning Commission and secretary of the Board of Zoning Appeals per ORC 519.16 for a trial period of 6 months, commencing December 1, 2018. 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 6:11 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar