

RUSSELL FIRE-RESCUE STATION

December 6, 2019

Chairman Madden called the meeting to order at 9:30 am. Trustee Gabram and Trustee Mueller were present. Fiscal Officer Karen Walder was also present.

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

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on November 8, 2019 as presented. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on November 20, 2019, as presented. Mr. Gabram seconded the motion and it passed unanimously.

OLD FIRE STATION: Mr. Wrench stated he received a quote from Villers Electric to remove the LED lights, along with the cameras at the recycling center. Portman Electric, in conjunction with Villers, has provided a proposal to disconnect, remove and reinstall the generator at the Town Hall. Mr. Wrench reported that the siren has been removed.

Mrs. Walder reported that she has been in contact with the paper recycling company and they will come move the bins.

Mr. Mueller asked Chief Frazier where the old siren will be placed. Chief Frazier reported that firefighter Mike Santilli suggests placing it on a telephone pole, which can also support an antenna as a backup for the station. The relocated siren would also have backup generator power to operate even if regular power is lost.

Mr. Mueller asked whether the asbestos abatement cost was known. Mr. Wrench said not yet: this assessment would be performed by Green Vision Materials as part of their contract.

Mrs. Walder reported that the proposal and work contract have been executed by the Green Vision Materials and reviewed by our APA. It is ready for Trustees to sign. Mrs. Walder reported she consulted with the APA about the Resolution the Trustees need to adopt to comply with ORC 505.10.

Mr. Gabram made the motion to approve Resolution 2019-18, authorizing the demolition of the Old Fire Station building and tower at 14921 Chillicothe Road. Mr. Madden seconded the motion. Roll call as followed: Mr. Mueller no; Mr. Gabram yes; Mr. Madden yes and it passed.

DEMOLITION CONTRACT: *Mr. Gabram made the motion to approve the contract with Green Vision Materials Inc, dated December 4, 2019, for the demolition project at 14921 Chillicothe Road for a cost of \$18,000.00. Mr. Madden seconded the motion. Roll call as followed: Mr. Mueller no; Mr. Gabram yes; Mr. Madden yes and it passed.*

STORAGE BUILDING: Mr. Wrench stated that the police and fire chiefs did a redesign of the building, mostly of interior modifications. Mr. Wrench reported he received a revised estimate from JP at Larsons for 15 hours to update the drawings but as there are 6 hours carried over from the last rendering, just an additional 9 hours is needed for \$900.00 total.

OTARMA INSURANCE CERTIFICATE: Chief Frazier stated that there is an annual swim test that the Dive Team needs to take and Hawken School has offered the use their pool, however Russell Township would need to provide a Certificate of Coverage listing Hawken Schools.

Mr. Gabram made the motion to list Hawken School as a certificate holder on Russell Township's OTARMA Certificate Benefits for the purpose of Fire-Rescue Dive Team underwater rescue training. Mr. Mueller seconded the motion and it passed unanimously.

TANKER TRADE-IN: Chief Frazier reported that he has been researching options to dispose of the 1997 Tanker. Chief Frazier said that the vendor he proposes to purchase the new engine has offered a trade in of \$13,000.00 to put towards the purchase. Chief Frazier said he will have Finley Fire submit a written offer. Chairman Madden asked for the time frame and Chief Frazier stated that the goal from the budget hearing was to purchase this new engine in January 2020 because it will take a year to build it. Mrs. Walder stated she has not seen any paperwork relating to this purchase and Mr. Madden asked Chief Frazier to get all the paperwork by the next Trustee meeting on December 18.

POLICE: Chief Carroll reported that they had a very successful Cram the Cruiser event. Chief Carroll and the rest of the Police Department wanted to thank everyone who donated.

ZONING: Mr. Wrench stated that this month he has had 3 banks reach out to him about rebuilding homes on nonconforming lots. Mr. Wrench also stated that the Zoning Department is starting to slow down for the season.

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Mr. Wrench reported that Lashley has completed the roof at the Police Department, but unfortunately the weather started to change before he was able to complete the Fire Department roof. All of his materials are up on the roof but just waiting for the weather to be dry for a few days to complete it.

INSURANCE/RENEWAL: Mrs. Walder stated she has been reviewing our health insurance options for next year. Last year the Township executed a 2 year agreement for our major medical. Mrs. Walder stated our broker has reviewed some options for us for Dental and Vision coverage. Our current dental plan is with Dental Care Plus and they have raised prices by 6%, which would result in about a \$1,000.00 year increase. This is our best option without changing the benefits. For Vision coverage, our current provider increased about 35%. The Township's broker shopped different options and Mrs. Walder is proposing to switch our provider from VSP to PHI Avesis, which would result in about a 16% reduction and will provide the same level of vision plan benefits.

Mr. Gabram made the motion to approve the following Insurance coverage for Russell Township officials and full-time employees for the year 2020:

Dental – Dental Care Plus Group, 12 months

Vision – PHI Avesis Op 4, 12 months

Health – Medical Mutual SuperMed PPO – balance 2 yr agreement

Life – Principle Financial – balance 2 yr agreement

Mr. Mueller seconded the motion and it passed unanimously.

AUTHORIZATION FOR FISCAL OFFICER: *Mr. Mueller made the motion to authorize the Fiscal Officer to execute the agreements for Dental Care Plus Group and PHI Avesis insurance coverage for 2020 on behalf of the Russell Township Board of Trustees. Mr. Gabram seconded the motion and it passed unanimously.*

COUNTY LINE ROAD - CHANGE ORDER 2: Mrs. Walder reported she received from the County Engineer the updated list of change orders and they are tracking that by a spreadsheet by specific items. There are about 35 specific change order items listed. Mrs. Walder stated her understanding is that the County Engineer reviews each of these items with the contractor and then discusses, approves the amount, modifies the amount or disapproves the change order. Mrs. Walder stated that it looks like about a dozen have been approved by the engineer. The total so far that has been approved is roughly \$50,000 for Hunting Valley's responsibility and about \$2,100 for Russell Township's responsibility. Mrs. Walder stated that there is no action that needs to be made now until all the pending change requests are reviewed at which time the County Engineer will provide us with a recommendation and the final numbers.

NORAMAR: Mrs. Walder reported that as of December 31, 2019 Noramar Company's Lease with the Township will end. Mrs. Walder asked that one of the Trustees to do a final walk through and Mr. Gabram said he would be able to do that.

COMMENTS FROM THE PUBLIC WERE RECEIVED

GTSWMD 2020-2022 SINGLE STREAM RECYCLING CONTRACT: Chairman Madden stated that they plan on resuming taking glass in the new contract. The contract is currently being reviewed by our APA and once received will take action on the contract.

CITIZEN'S PARK DISTRICT LEVY REQUEST: *Mr. Gabram made the motion to approve Resolution 2019-19, A Resolution of Approval for a new, additional Park Levy by the Russell Township Citizens' Park District at the rate of 1.0 mills. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING SECRETARY INTERVIEW SCHEDULE: Chairman Madden stated they received 6 applications and suggested that all Trustees interview with them on the same day. Mr. Mueller suggested Saturday, December 14 and Mr. Madden was going to contact Mrs. Palmer to start setting up the interviews.

TRUSTEE MEETING SCHEDULE: *Mr. Gabram made the motion to approve the Trustee 2020 regular meeting schedule as presented. Mr. Mueller seconded the motion and it passed unanimously.*

INDIGENT BURIAL: *Mr. Gabram made the motion to approve the cremation of Russell Township legal resident Victor Vilimas with the services of Gattozzi and Son Funeral Home for the cost to not exceed \$1,000.00, pursuant to ORC 9.15. Mr. Mueller seconded the motion and it passed unanimously.*

USE OF TOWNSHIP PROPERTIES: *Mr. Gabram made the motion to grant permission for the Historical Society to use the Town Hall on December 28, from 2 pm to 4 pm, subject to Township rules and regulations. Mr. Mueller seconded the motion and it passed unanimously.*

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EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the employment and compensation of public employees 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 10:18.

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

The meeting moved in regular session at 10:46.

COMPENSATION SCHEDULE: *Mr. Gabram made the motion to approve a new township Compensation Schedule entitled Salary Schedule 32 indicating an increase for non-bargaining unit township employees of 2.0%, effective January 1, 2020. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE HIRE: *Mr. Mueller made the motion to hire Matthew Suzelis as a part-time Firefighter/EMT at the beginning rate of \$16.28 per hour, per Salary Schedule 32, effective January 1, 2020, pending the completion of all paperwork with the Fiscal Office. Mr. Gabram seconded the motion and it passed unanimously.*

CO. PLANNING STEERING COMM: *Mr. Gabram made the motion to put forth the following names for the Geauga County Planning Commission Steering Committee:*

Township official candidate Jim Mueller

Resident candidate Jim Dickinson

Mr. Mueller seconded the motion and it passed unanimously.

RE-APPOINTMENT TO THE BOARD OF ZONING APPEALS: *Mr. Mueller made the motion to re-appoint William Downing to a full 5-year term on the Board of Zoning Appeals commencing January 1, 2020. Mr. Gabram seconded the motion and it passed unanimously.*

RE-APPOINTMENT TO THE ZONING COMMISSION: *Mr. Gabram made the motion to re-appoint Jim Dickinson to a full 5-year term on the Zoning Commission commencing January 1, 2020. 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 the motion and it passed unanimously.

The meeting was adjourned at 10:48 am.

Gary Gabram, Vice Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar