

RUSSELL TOWN HALL

April 21, 2022

The meeting was called to order at 6:00 pm. Trustee Mueller, Trustee Port and Trustee Rambo were present. Board Administrator Melissa Palmer was also present.

Fiscal Officer Karen Walder was absent.

Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Jim Mueller appoints Jennifer Dorka to serve as clerk pro tem.

QUARTERLY REPORTS: *Ms. Port made the motion to accept the 1st Quarter 2022 departmental reports from Fire, Police, Road, Facilities, & Zoning. Mr. Rambo seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

AUTHORIZED SIGNATORY: SCRAP TIRE EVENT: *Mr. Rambo made the motion to authorize Jim Mueller to act as Russell Township's authorized signatory for the proposal from Waste Management to provide dumpsters, hauling & disposal for the 2022 Scrap Tire Cleanup Event, proposal dated February 17, 2022. Ms. Port seconded the motion and it passed unanimously.*

ARPA: STANDARD ALLOWANCE/REVENUE LOSS: The board asked for the resolutions to be explained. They were advised that they received the resolution in advance and were asked to please ask questions of the Fiscal Officer before the meeting, and no one had questions. Mrs. Palmer gave an overview of why the Township needs to pass the resolutions for the trustees and public in attendance.

Mr. Rambo made the motion to adopt Resolution 2022-12 in which the Trustees elect to use the Standard Allowance and its presumption of Revenue Loss to fund government services, as recommended by the Fiscal Officer. Ms. Port seconded the motion and it passed unanimously.

PROCUREMENT POLICY RESOLUTION: *Mr. Rambo made the motion to adopt Resolution 2022-13 authorizing the Increase in the Micro-Purchase Threshold and Adopting the Uniform Guidance Policy, as recommended by the Fiscal Officer. Ms. Port seconded the motion and it passed unanimously.*

THEN & NOW PO: STRYKER: *Ms. Port made the motion, at the request of Fiscal Officer Karen Walder on behalf of Chief Frazier, to approve a Then and Now Purchase Order in the amount of \$3,961.80 to cover Stryker Sales LLC Invoice #3101099M dated August 3, 2020, for a Maintenance Agreement Effective 8/27/2018 – 8/26/2022, Order Number 1126707. Mr. Rambo seconded the motion and it passed unanimously.*

THEN & NOW PO: STRYKER: *Ms. Port made the motion, at the request of Fiscal Officer Karen Walder on behalf of Chief Frazier, to approve a Then and Now Purchase Order in the amount of \$3,961.80 to cover Stryker Sales LLC Invoice #3473916M dated August 2, 2021, for a Maintenance Agreement Service Plan Effective 8/27/2018 – 8/26/2022, Order Number 1126707. Mr. Rambo seconded the motion and it passed unanimously.*

RUSSELL TOWN HALL

April 21, 2022

Mr. Rambo asked why Stryker was late with their billing? No one knew the answer, so Mr. Rambo said that the contract is over in August and maybe we need to find a vendor that can complete the billing within a reasonable time.

BANK RECONCILIATION & FINANCIAL REPORTS: *Mr. Rambo made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for March 2022, as submitted by Fiscal Officer Karen Walder. Ms. Port seconded the motion and it passed unanimously.*

STORAGE BUILDING: The board discussed the storage building. Mr. Rambo advised the board that the Prosecutors office is looking into if the township must rebid the project or not, the procedure differences in design build vs construction manager, and whether a prebuild building still needs to be bid out. Mr. Rambo will update the board as he gets answers.

The board discussed the option of putting an addition on the Police Department, and the options of two separate buildings: one for the Police and one for the Fire Departments. The board also discussed using a portion of the ARPA funding to cover the cost of the project.

HYFI WATER LEVEL SENSOR NETWORK: The board discussed the HyFi system, and the two locations that sensors are in the township. Russell has been a beta test site for this program, and the board has the chance to add more sensors along the river to monitor the water levels. This program will not remain a free program, but if the township stays in the network, we have the option to customize a dashboard and set up alerts. This will be useful to the Police and Fire Departments in monitoring the Chagrin River & Silver Creek water levels and allow time for preparations in the event of floods. Ms. Port likes the idea of having the customizable dashboard to monitor the data and would like to see this data added to the department's quarterly reports in the future if the Township stays in the network. The board thinks that this is a useful program that we should stay involved in as long as the cost is affordable and will discuss more when the pricing is available.

SPECIAL IMPROVEMENT DISTRICT: EROSION: Ms. Port gave an update about the meeting she attended for the special improvement district and erosion. McDonald Hopkins and the County are trying to have grants in place or help for residents who must maintain waterways on their properties. Ms. Port will relay more information when it is available.

Ms. Port advised the board that she would like to submit a letter saying that she is interested in being the representative for the One Ohio Foundation, and that this is a topic she is very passionate about.

ONE OHIO FOUNDATION: *Mr. Rambo made the motion to recommend Kristina Port as the representative from Russell Township, Geauga County, to the Region 13 One Ohio Foundation governing board. Ms. Port seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Ms. Port 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. Rambo seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:15 pm.

RUSSELL TOWN HALL

April 21, 2022

Ms. Port made the motion to return to regular session. Mr. Rambo seconded the motion and it passed unanimously.

The meeting moved into regular session at 7:20 pm.

FIRE HIRE: *Mr. Rambo made the motion to hire Anthony J. Mariola as a part-time Firefighter/EMT at the beginning rate of \$17.40 per hour, per Salary Schedule 35a, effective May 1, 2022, pending the completion of all paperwork with the Fiscal Office. Ms. Port seconded the motion and it passed unanimously.*

Mr. Rambo made the motion to adjourn. Ms. Port seconded the motion and it passed unanimously.

The meeting was adjourned 7:21 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

James Mueller, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka