

TOWN HALL

May 18, 2023

The Chair, Mr. Rambo, called the meeting to order at 6:00 pm. Trustees Kristina Port and Jim Mueller were present. Board Administrator Melissa Palmer was present. Fiscal Officer Karen Walder was absent.

The following Department Heads were present: Police Chief Tom Swaidner and Fire Chief John Frazier.

The Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Matthew Rambo appoints Jessica Ezzone to serve as clerk pro tem.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on April 22, 2023, as presented. Ms. Port seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 4, 2023, as presented. Ms. Port seconded the motion and it passed unanimously.

Mr. Mueller made the motion to accept the minutes of the Special Meeting held on May 12, 2023, as presented. The vote is as follows: Mr. Mueller yes; Ms. Port abstained; Mr. Rambo yes, and the motion passed.

POLICE DEPT: SCHOOL SAFETY OFFICER UPDATE: Chief Swaidner gave an update regarding the School Safety Officer. Chief Swaidner stated that he and the Fiscal Officer met with the representatives from West Geauga schools this week to discuss what the School Safety Officer plan is going to look like. Currently, a position description, MOU to the Union and an MOU to the school is being drafted by Clemens Nelson. Chief Swaidner stated that they are on a time line because the school would like to have the Safety Officer in place for the start of the new school year. Chief Swaidner stated that it will be a Russell Township Police Officer specially assigned as a School Safety Officer.

FIRE DEPT: BUDGET UPDATE: Chief Frazier stated that he met with Mrs. Walder and Mr. Rambo to go over the Fire Department's budget. Stated that they are in the red due to moving funds into the Vehicle Reserve Fund. Chief Frazier stated moved \$326,490 to the reserve funds; \$210,823 for building and \$115,667 for the vehicle fund. Chief Frazier stated there will need to be a Trustee decision at Budget Workshop on how much to put in the vehicle reserve fund.

FIRE DEPT: FULL-TIME FIRE STAFFING: Chief Frazier stated that Bainbridge Township's report was done as a strategic analysis, which looks more at the past and not at the future. Chief Frazier suggested having strategic planning done, which would involve the Trustees, the public and Fiscal Officer. It would create missions, vision, and values for the department. It would be conducted by the Fire Chief's Association and would have a meeting with everyone so input can be given for what works best for our Township. Mr. Rambo would like Chief Frazier to contact the Fire Chief's Association to start the process.

BANK RECONCILIATION & FINANCIAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for April, 2023, as submitted by Fiscal Officer Karen Walder. Ms. Port seconded the motion and it passed unanimously.*

FISCAL OFFICE: Mrs. Ezzone thanked the Trustees for the purchase of the patio furniture.

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COMMENTS FROM THE PUBLIC RECEIVED

MEMORIAL DAY CEREMONY: The Trustees had discussion regarding roles for the Memorial Day Ceremony. The ceremony is on Sunday, May 21st at 3:00 pm at Briar Hill Church on Fairmount Road.

EXECUTIVE SESSION: *Mr. Mueller 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). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 6:41 pm.

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

The meeting moved into regular session at 7:10 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 7:10 pm.

Matthew Rambo, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Ezzone