

RUSSELL TOWN HALL

June 1, 2023

The meeting was called to order at 2:00 pm. Trustees Rambo, Port and Mueller were present. The Board Administrator Melissa Palmer and Fiscal Officer Karen Walder were also present.

The following Department Heads were present: Fire Chief John Frazier, Police Chief Tom Swaidner, and Road Superintendent Gene Layne.

Pledge of Allegiance was said.

**HESS PROPOSAL:** It was recommended that Mr. Chip Hess get in contact with the project manager of Strollo Architects. Mr. Hess will be able to assist with the storm water retention, sanitary sewer, and electrical connection questions. The township can raise the appropriation amount and approve the higher Hess proposal amount, if necessary, after speaking further with Mr. Hess.

**POLICE:** Police Chief Swaidner asked the Board to approve the trade-in of shotguns, that are no longer used by the department, for *Simunition* training pistols. The training pistols allow for "force on force" training scenarios, more reality-based experience for the police officers. Colored plastic ammunition is used in Simunition pistols. Simunition pistols cannot be filled with real ammunition.

**SHOTGUN/AMMUNITION TRADE-IN:** *Mr. Mueller made the motion, at the recommendation of the Police Chief, to trade-in 6 Remington 870, 12-gauge shotguns and unused ammunition to Atwell's Police and Fire Equipment Company, of Painesville, OH, for \$2,710.00, per the Atwell's quote printed June 1, 2023. Ms. Port seconded the motion and it passed unanimously.*

**POLICE SIMUNITION TRAINING:** *Mr. Mueller made the motion, at the recommendation of Police Chief Swaidner, to purchase 4 GLOCK 17T Gen5 9mm Simunition Training pistols from Atwell's Police and Fire Equipment Company, of Painesville, OH, for \$1,816.00, per the Atwell's quote reprint dated June 1, 2023. Ms. Port seconded the motion and it passed unanimously.*

**SCHOOL SAFETY OFFICER WEST G MOU:** Fiscal Officer Karen Walder advised the Board that she sent the draft MOU to them and requested that they review it and send her any questions, concerns, changes by Monday, as the school board would like to approve the MOU at their next meeting.

**SCHOOL SAFETY OFFICER OPBA MOU:** The Fiscal Officer advised the Board that this document is being written and then will be sent to them for review.

Chief Swaidner updated the Board on the success of Coffee with a Cop over the past weekend and thanked the Board Administrator for securing community grant funding from NOPEC for the event.

**ROAD:** The Road Superintendent asked the Trustees to allow the sale of equipment that is no longer of use to the department, to be sold on GovDeals.

**DISPOSITION OF PROPERTY: ROAD:** *Mr. Mueller made the motion, at the recommendation of the Road Superintendent, to dispose of the 2009 10' truck mounted power broom, identified in an email to the trustees dated May 25, 2023, as the item is not needed for public use, is obsolete, or is unfit for public use. Ms. Port seconded the motion and it passed unanimously.*

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**FIRE:** The Chief advised the Trustees that he has requested quotes from three companies to perform the planning study. He has received one quote and is waiting on the other two. The Chief said that all three companies are reputable, and he would be fine with any of them doing the study.

The Fiscal Officer had prepared a few scenarios on full-time Fire Department staffing costs and asked that the Board review them and come to the budget workshop with thoughts and any suggestions.

**FISCAL:** The Fiscal Officer thanked the Fire Department for ordering and installing the AED for the Administration Building.

The Fiscal Officer offered her congratulations to the Police Chief, who will be graduating from the Leadership Geauga Adult Program on June 2.

**OTARMA PROXY:** *Mr. Mueller made the motion to authorize Karen Walder to act as Appointed Individual and Jennifer Dorka as Alternate to represent Russell Township with OTARMA regarding risk reduction, loss control information, and other required OTARMA business. Ms. Port seconded the motion and it passed unanimously.*

**ROAD PROJECTS CONTRACT:** *Mr. Mueller made the motion to execute the contract with Geauga Highway Co. for the Asphalt Resurfacing of Various Roads in Russell Township. Ms. Port seconded the motion and it passed unanimously.*

#### **COMMENTS FROM THE PUBLIC WERE RECEIVED.**

Mr. Rambo would like to schedule a kick-off meeting to discuss the Community Meeting Building and have the architect and the Board of Trustees attend to discuss the requirements for the building so that the project can move forward. He asked the other Board members of their availability next Thursday and will follow up with a time once he talks with the architect.

**BOARD OF ELECTIONS:** *Mr. Mueller made the motion to authorize Fiscal Officer Karen Walder to execute the Contract for November 7, 2023, Election Day Polling Location with the Geauga County Board of Elections. Ms. Port seconded the motion and it passed unanimously.*

**BOARD OF ELECTIONS:** *Mr. Mueller made the motion to authorize Fiscal Officer Karen Walder to execute the Contract for August 8, 2023, Election Day Polling Location with the Geauga County Board of Elections. Ms. Port seconded the motion and it passed unanimously.*

**TOWN HALL USE:** *Mr. Mueller made the motion to grant permission for the Geauga County Board of Elections to use the Town Hall from 5:30 am – 9:00 pm, on November 7, 2023, subject to Township rules and regulations. Ms. Port seconded the motion and it passed unanimously.*

**TOWN HALL USE:** *Mr. Mueller made the motion to grant permission for the Geauga County Board of Elections to use the Town Hall from 5:30 am – 9:00 pm, on August 8, 2023, subject to Township rules and regulations. Ms. Port seconded the motion and it passed unanimously.*

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**1545 PARK:** The Fiscal Officer advised the Trustees that one of the Board members on the 1545 Park is no longer a Russell resident as she moved to Chardon. Mr. Rambo advised that the ORC doesn't mandate that the Park Board member lives in the district that the Park Board is in. He also stated that the ORC says that the Park Board will provide records to the Township and the Township doesn't have any records for the 1545 Park.

**511 PARK:** The 511 Park provided each Trustee and the Fiscal Officer with a Report, proposed TY2024 budget, and quotes for a second bridge that they would like to have built at the Upper Chagrin Preserve to complete a walking loop. The 511 Park Board has budgeted \$30,000 for this project in TY2024. They asked the Board of Trustees for funding of \$15,000.00 in TY2024, with the Park Board paying the remainder of the cost. Mr. Rambo said they will discuss this in the budget workshop meetings in mid-June. Mr. Rambo also asked the Park Board to confer with the Russell Fire Department to be sure the bridge specifications will support the vehicles used by emergency services.

**EXECUTIVE SESSION:** *Mr. Mueller made the motion to move into executive session to discuss the employment & 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 3:12 pm.

*Ms. Port motion to return to regular session.*

*Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into regular session at 3:22 pm.

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

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

The meeting was adjourned at 3:22 pm.

Matthew Rambo, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka