

RUSSELL TOWN HALL

June 15, 2023

The meeting was called to order at 6:00 pm. Trustees Rambo, Port and Mueller were present. The Fiscal Officer Karen Walder was also present.

The following Department Heads were present: Police Chief Tom Swaidner.

Pledge of Allegiance was led by Logan Klarich from Boy Scouts Troop 193.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 18, 2023, as presented. Ms. Port seconded the motion and it passed unanimously.*

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on June 1, 2023, as presented. Ms. Port seconded the motion and it passed unanimously.*

MINUTES: *Ms. Port made the motion to accept the minutes of the Special Meeting held on June 8, 2023, as presented. Mr. Rambo seconded the motion and it passed.*

The vote: Mr. Mueller – Abstain, Ms. Port – Yes, Mr. Rambo - Yes

POLICE VEHICLE PURCHASE: Chief Swaidner explained to the Board that there is no build date yet for the car that was ordered for 2022 delivery, but the dealership has a car that is an engine model lower than another department didn't take that we could have by Thursday. He advised the Trustees that this car will suit the needs of the department and will be a little cheaper due to the different engine. Chief Swaidner also recommended that the department place the order for the 2024 car in August 2023.

Mr. Mueller made the motion to approve the purchase of a 2023 Ford Explorer Police Interceptor Fairlawn, rose Ford of Fairlawn, Ohio, for a cost of \$41,096.13, cost of document fees and 30 day tag included, per Order #X143 attached to the June 14, 2023 email to the township trustees from Chief Swaidner; the previous order approved in March 2022 for a Ford 2023 Police Interceptor went unfulfilled by Montrose of Fairlawn so the order is cancelled and replaced by this Montrose Ford Interceptor purchase. Ms. Port seconded the motion and it passed unanimously.

S.S.O. OFFICER: Chief Swaidner advised the Board that the School Board has sent the MOU back with some markups from their legal team, the Trustees, HR counsel, and the APA need to review the document. The Trustees reviewed the position description and asked that some places have more clarification. The board was informed that the MOU with OPBA has been sent to the OPBA for their review. Pending approval of the MOU by West Geauga BOE, the hire date for the SSO officer is tentatively August 1st.

FISCAL OFFICER: The Fiscal Officer thanked the Board for their collaboration in the budget workshops, and indicated the revisions discussed at the workshops have been incorporated and will be available on the website and in the lobby. She asked that they communicate any other thoughts about the TY2024 budget in advance of the Budget Hearing on June 22.

Mrs. Walder advised the Trustees that there was an error in the real estate tax distribution that they received from the County and a check for the correction plus a check for inconvenience or lost interest were received by the township.

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Mrs. Walder explained to the Board that the 2020-2021 audit has been completed and Chairman Rambo will be attending the audit wrap up meeting with her on June 27th.

AUDIT REPRESENTATION LETTER: *Mr. Mueller made the motion to authorize Trustee Matthew Rambo to attend the 2020-2021 Russell Township Audit wrap-up meeting and to sign the 2020-2021 Audit Representation Letter on behalf of the Russell Township Board of Trustees. Ms. Port seconded the motion and it passed unanimously.*

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

COMMENTS FROM THE PUBLIC WERE RECEIVED.

DRUG/ALCOHOL LIAISON: Trustee Administrator Melissa Palmer had previously made the recommendation for the Board to review the employees appointed to the Geauga County Drug & Alcohol Consortium. Mr. Rambo asked what the duties of this liaison would be, and Mrs. Walder suggested a discussion with the Road Superintendent.

Mr. Mueller made the motion to authorize Kristina Port to act as the Russell Township Designated Employee Representative to the Geauga County Drug & Alcohol Consortium. Mr. Rambo seconded the motion and it passed unanimously.

DRUG/ALCOHOL ALTERNATE LIAISON: *Mr. Mueller made the motion to authorize Karen Walder to act as the Russell Township Alternate Designated Employee Representative to the Geauga County Drug & Alcohol Consortium. Ms. Port seconded the motion and it passed unanimously.*

GEOTECH PROPOSAL: *Ms. Port made the motion to authorize funds for Wertz Geotechnical Engineering Inc., of Doylestown, Ohio, to perform soil borings, analysis, & reporting, based on the proposal letter dated June 13, 2023, from Kelly Luecke & Leroy Wertz to M. Palmer, for a cost of \$4,000.00. Mr. Mueller seconded the motion and it passed unanimously.*

AUTHORIZED SIGNATORY: *Ms. Port motion to authorize Matthew Rambo to act as the Authorized Signatory for Russell Township for the Wertz Geotechnical Engineering Inc. proposal for soil borings for the Community Building. Mr. Mueller seconded the motion and it passed unanimously.*

NEW BUSINESS: Trustee Rambo told the Board that he was contacted about the lot on State Route 87 & State Route 306 and was asked if the Board would be interested in selling the .41-acre lot. The Board declined any interest in discussing a sale at this time.

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 6:45 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 6:50 pm.

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HIRE: PART-TIME POLICE OFFICER: *Mr. Mueller made the motion, based on the recommendation of the Police Chief, to appoint Brian Beaumier as a full-time police officer and constable with the Russell Township Police Department. The conditions of employment are as follows: The official starting date is July 1, 2023. A one-year probation period will begin on the official starting date. The pay scale will be at the two-year level per Salary Schedule 36. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Ms. Port seconded the motion and it passed unanimously.*

RESOLUTION 2023-15: ROMAGNI OVERPAYMENT OF COMPENSATION: *Mr. Mueller made the motion to approve Resolution 2023-15, ordering employee Matt Romagni to repay Russell Township for the overpayment of compensation. Ms. Port seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 6:52 pm.

Matthew Rambo, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka