

RUSSELL TOWN HALL

JULY 18, 2024

The meeting was called to order at 7:00 p.m. Trustees Port and Rambo were present. The Board Administrator and the Fiscal Officer were also present.

The Pledge of Allegiance was said.

Trustee Mueller was absent.16

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

**SWEARING IN CEREMONY: Officer Matthew Weaver**

**QUARTERLY REPORTS:** *Mr. Rambo made the motion to acknowledge receipt of the 2nd Quarter 2024 Fire report. Ms. Port seconded the motion and it passed.*

**QUARTERLY REPORTS:** *Mr. Rambo made the motion to accept the 2nd Quarter 2024 Police and Road. Ms. Port seconded the motion and it passed.*

**AMENDED CERTIFICATE:** *Mr. Rambo made the motion to accept the Amended Certificate of Estimated Resources #4 for Russell Township for the fiscal year beginning January 1, 2024, as revised by the Budget Commission and dated July 15, 2024. Ms. Port seconded the motion and it passed.*

**SUPPLEMENTAL APPROPRIATION #6: RESOLUTION 2024-23:** *Mr. Rambo made the motion to adopt the Supplemental Township Annual Appropriation #6, Resolution 2024-23, to provide for the current expenses and other expenditures of the Board of Trustees, for the fiscal year ending December 31, 2024, as recommended by the Fiscal Officer. Ms. Port seconded the motion and it passed.*

**FISCAL OFFICER:** The Fiscal Officer told the Board about the mandatory fraud training from the Auditor of State for all elected officials and public employees. The Trustees will hold a viewing of the training video at the Trustee meeting on August 1<sup>st</sup>.

Mrs. Walder also advised the Trustees that we received a payment from Laurel Schools for 2023 and 2024 and that we are awaiting data from the County Auditor's office as to the amounts that were due each year based on the conditional use language.

**BANK RECONCILIATION & FINANCIAL REPORTS:** *Mr. Rambo made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for June 2024, as submitted by Fiscal Officer Karen Walder. Ms. Port seconded the motion and it passed.*

**PURCHASE BRUSH TRUCK (AFTER SUPP APPROP):** *Mr. Rambo made the motion to approve the purchase of a SuperCab F350 4x4 pickup truck, based on the Specifications from Jenny Loveland of Valley Truck Centers, dated July 9, 2024, for the base price of \$50,873.00, which is the State Contract price for Item number 29AT, plus additional options for a final cost of \$52,716.00. Ms. Port seconded the motion and it passed.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

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**RECYCLING CTR: SECURITY CAMERAS:** *Mr. Rambo made the motion to approve the installation of the three cameras in the Geauga County ADP: Recycling Center Security Camera Project, with the Quote No. 21996, dated June 25, 2024, from Cable Communications Inc., for \$19,642.42 which includes both labor and materials. Ms. Port seconded the motion and it passed.*

**SECURITY CAMERA: AUTHORIZED SIGNATORY:** *Mr. Rambo made the motion to authorize Karen Walder to act as signatory for Quote #21996, from Cable Communications Inc., for the Geauga County ADP: Recycling Center Security Camera Project. Ms. Port seconded the motion and it passed.*

**COMMUNITY BUILDING:** The Trustees will plan a work session, and discussion for when all members of the Board are present. Trustee Port expressed an interest in outdoor tables and chairs for eating, rather than couches. She also suggested an outreach to the Scouts regarding a project to make benches for the patio area.

**TOWNSHIP WEBSITE:** The Board Administrator asked the Trustees if she could move forward with switching the Township website to Geauga Connected & ADP. She advised the Trustees that the features that are wanted are already written and the funding for the project is already in the township's budget. The Trustees told her that they have resolved their issues, and she may move forward with the new website.

**TAX MAP:** Zoning Inspector Shane Wrench would like to be the contact person for the County Tax Map Department going forward for all new addresses in the township. The Trustees agreed.

**INDUSTRIAL/COMMERCIAL PRETREATMENT PROGRAM: AUTHORIZED SIGNATORY:** *Mr. Rambo made the motion to authorize Kristina Port to act as signatory for the Industrial/Commercial Pretreatment Program form for Shane Wrench's two responses (Administration Building and Town Hall) for the Geauga County Department of Water Resources inquiry into water discharge. Ms. Port seconded the motion and it passed.*

**WEBINAR: CLEMANS-NELSON:** *Mr. Rambo made the motion to approve reasonable and necessary expenses for Melissa Palmer, Jennifer Dorka, & Kristina Port to attend the Clemans-Nelson live webinar, September 12, 2024, entitled Crisis Communications for Employers. Ms. Port seconded the motion and it passed.*

**EXECUTIVE SESSION:** *Mr. Rambo 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.*

The meeting moved into executive session at 7:45 pm.

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

The meeting moved into regular session at 7:56 pm.

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**ZC APPLICANTS: DISCUSS/APPOINT CANDIDATE:** *Mr. Rambo made the motion to appoint Shannon Stanich for the remainder of the 5-year term on the Zoning Commission ending December 31, 2027. Ms. Port seconded the motion and it passed.*

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

The meeting was adjourned at 7:56 p.m.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka