

RUSSELL TOWN HALL

August 4, 2021

The meeting was called to order at 2:30 pm. Trustee Port, Trustee Gabram and Trustee Mueller were present Trustee Assistant Melissa Palmer was present.

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

Fiscal Officer Karen Walder was absent.

**CLERK PRO TEM:** In the absence of a Fiscal officer, Board of Trustees Chair Kristina Port appoints Jennifer Dorka to serve as clerk pro tem.

Mr. Mueller wanted it reflected in the minutes that he supports the Zoning Amendment.

Mr. Mueller left the meeting at 2:32 pm.

**MINUTES:** *Mr. Gabram made the motion to accept the minutes of the Special Meeting held on July 15, 2021, as presented. Ms. Port seconded the motion and it passed.*

**POLICE DEPARTMENT:** Chief Swaidner advised the Trustees that he has no objections with the current liquor permits being renewed and there hasn't been any problems.

**ROAD DEPARTMENT:** Road Superintendent Mr. Layne advised the Trustees that ODOT is offering a grant program over 13 townships for 8 million dollars worth of road work. Mr. Layne will be submitting projects to apply for the grant money which will be given out based on a point system.

**ROAD EQUIPMENT PURCHASE:** Mr. Layne advised the Trustees that if he is able to get a new plow truck this year instead of next year, he would like to order it so the truck is ready by winter. Mr. Gabram agreed that the truck should be ordered as soon as possible while the truck is available.

*Mr. Gabram made the motion to authorize the timeline change for the purchase of a Road Department plow truck with snow plow from the 2022 Budget (Special Revenue Fund 2031 Capital Outlay) to this year's appropriations. Ms. Port seconded the motion and it passed.*

Mr. Layne reported that the price of salt is \$10 a ton less than it was last year, and the culvert projects will start on Monday.

**FIRE DEPARTMENT:** Chief Frazier has nothing to report.

**ZONING DEPARTMENT:** Mr. Wrench asked the Trustees for guidance on the Old Fire Station projects. There is \$97K for repairs appropriated this year and he would like to know which projects the Trustees would like to move forward with. The Trustees would like to hold off on any major repairs for this year.

**FACILITIES: OLD FIRE STATION: RESERVE FUNDS:** *Mr. Gabram made the motion to remove the Flat roof replacement, replacement cost of \$58,000.00, from the 2021 Appropriations in the Capital Project – General Fund Reserve Fund. Ms. Port seconded the motion and it passed.*

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**FACILITIES: OLD FIRE STATION: RESERVE FUNDS:** *Mr. Gabram made the motion to remove the Roof decking @50% allowance, replacement cost of \$14,265.00, from the 2021 Appropriations in the Capital Project – General Fund Reserve Fund. Ms. Port seconded the motion and it passed.*

**FACILITIES: OLD FIRE STATION: RESERVE FUNDS:** *Mr. Gabram made the motion to remove the Brick veneer repairs, replacement cost of \$15,000.00, from the 2021 Appropriations in the Capital Project – General Fund Reserve Fund. Ms. Port seconded the motion and it passed.*

**FACILITIES: OLD FIRE STATION: RESERVE FUNDS:** *Mr. Gabram made the motion to remove the Structural block repair, replacement cost of \$10,000.00, from the 2021 Appropriations in the Capital Project – General Fund Reserve Fund. Ms. Port seconded the motion and it passed.*

**RAMP PROPOSAL: ANYTHING EXTERIOR:** Mr. Wrench asked the trustees to approve a proposal that he had for a new ramp on the front of the Town Hall.

*Mr. Gabram made the motion, at the request of the Facilities Manager, to approve the proposal for Town Hall ADA ramp replacement, per proposal #EST249 from Anything Exterior for \$4,800.00, dated August 2, 2021, pending certification by the Fiscal Officer. Ms. Port seconded the motion and it passed.*

Ms. Port advised the department heads that she has been working with the GGP to improve the communication between the departments and elected officials. She would like the communication to improve so we can keep business moving and stop wasting man hours on having work processed between the departments and the fiscal office.

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

**AMERICAN RESCUE PLAN RESOLUTION 2021-20:** *Mr. Gabram made the motion to approve Resolution 2021-20: A Resolution to make application for and accept American Rescue Plan Local Fiscal Recovery Funds. Ms. Port seconded the motion and it passed.*

#### **3 PM**

**ZONING: PUBLIC HEARING 2021-01:** *Mr. Gabram made the motion to open the Public Hearing on the Zoning Amendment 2021-01. Ms. Port seconded the motion and it passed.*

**Opened at:** 3:01 pm.

Barry Rogers from the Zoning Commission explained the amendment to the Trustees for clarification. He said that Mr. Mueller asked the Zoning Commission to come up with a way to put limits on fencing. The amendment would be to make it so putting a fence up would require zoning approval. The height for fencing allowed in a front yard would be 3-4 feet, and for a backyard to be 6-8 feet. This would make it so residents wouldn't have to call the zoning department to put a small fence around a garden or small tree. There would be no permit required for fencing from the zoning department.

**ZONING: PUBLIC HEARING 2021-01:** *Mr. Gabram made the motion to close the Public Hearing on the Zoning Amendment 2021-01. Ms. Port seconded the motion and it passed.*

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**Closed at:** 3:22 pm.

**ZONING AMENDMENT 2021-01:** *Mr. Gabram made the motion to deny the recommendations of the Russell Township Zoning Commission for proposed Zoning Amendment 2021-01. Ms. Port seconded the motion and it passed.*

**AMENDED CERTIFICATE:** *Mr. Gabram made the motion to accept the Amended Certificate of Estimated Resources #2, dated July 22, 2021, for Russell Township for the fiscal year beginning January 1, 2021. Ms. Port seconded the motion and it passed.*

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to discuss the compensation of public employees pursuant to ORC 121.22(G)(1). Ms. Port seconded the motion and it passed.*

The meeting moved into executive session at 3:30 pm.

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

The meeting moved into regular session at 3:44 pm.

**PARAMEDIC CONTRACT/TUITION LOAN AGREEMENT:** *Mr. Gabram made the motion, at the recommendation of the Fiscal Officer, to rescind the Tuition Loan Agreement with Mr. Nicholas R. Liberatore for his 2021-2022 UH Portage Medical Center Paramedic Program training and certification, previously approved on June 21, 2021. Ms. Port seconded the motion and it passed.*

**PARAMEDIC CONTRACT/TUITION LOAN AGREEMENT:** *Mr. Gabram made the motion, at the recommendation of Chief Frazier, to enter into a Tuition Loan Agreement with Mr. Nicholas R. Liberatore for his 2021-2022 UH Geauga Medical Center Paramedic Program training and certification, approved as to form by the Geauga County Prosecutor's Office. Ms. Port seconded the motion and it passed.*

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

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

The meeting was adjourned at 3:46 pm.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka