

RUSSELL TOWN HALL

January 20, 2022

The meeting was called to order at 7:30 pm. Trustee Mueller, Trustee Port and Trustee Rambo were present. Board Administrator Melissa Palmer was also present.

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

Fiscal Officer Karen Walder was absent.

Pledge of Allegiance was said.

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

**QUARTERLY REPORTS:** *Mr. Rambo made the motion to accept the 4<sup>th</sup> quarter 2021 departmental reports from Police, Fire, Road, Facilities, and Zoning. Ms. Port seconded the motion and it passed unanimously.*

**FACILITIES:** Facilities Manager Shane Wrench advised the trustees that he will be attending two workshops that will have him out of the office for an entire day.

Next steps for the recycling center renovation were discussed. The trustees agreed that the next step is that Mr. Wrench should get quotes and drawings from a few local landscapers for the work that needs to be done. The board would like to see some options that include the utilizing grant money for fencing, and an option with no adding fencing. They agree that the landscaping needs to be attractive reflective of the township as it is at the town center.

**FIRE:** Ms. Port asked the Fire Chief about the new tracking the department must do for Medicare. Chief Frazier advised that the tracking will be done over the entire year, and the numbers and hours will be submitted after the calendar year.

Ms. Port asked the Fire Chief if the Department utilizes the Paramedic Programs at UH. The Fire Chief replied that the Department has sent many people through the UH program and currently has two employees enrolled in it.

**STORAGE BUILDING:** The board discussed their options moving forward with the storage building. They have many options and need clarification on the processes before they decided how to proceed. Mr. Rambo is going to work with the APA for guidance on the options, and how to proceed with them. The board decided to let the current bids for the building lapse and then start the process over. The current bids were over the available budget, and the board has to make many major decisions on the design and type of building going forward.

**CRWP MOU NPDES PHASE II STORMWATER:** *Ms. Port made the motion to approve the Memorandum of Understanding between Russell Township and the Chagrin River Watershed Partners, Inc. for the Ohio NPDES Phase II Program. Mr. Rambo seconded the motion and it passed unanimously.*

**GEAUGA COUNTY TOWNSHIP ASSOCIATION:** The Trustees were advised that Russell Township will be hosting the GCTA quarterly dinner meeting in April. The Trustees asked the Board Administrator to get options and quotes together for discussion at the next meeting.

RUSSELL TOWN HALL

January 20, 2022

**NATURE WORKS GRANT:** The Trustees were advised that they still haven't spent the money from the Nature Works grant that they received in 2018 and were asked if that was something they still planned on using. The Trustees must investigate the grant to see what the money was for and if they still have a use for it.

**PROPERTY RESERVATIONS: BOB HALL FIELD:** *Mr. Rambo made the motion to grant permission for the West Geauga Baseball Federation to use Bob Hall Field from April 4, 2022, through July 16, 2022, with certificate of liability insurance currently on file & renewed upon expiration, terms of field maintenance as identified in the annual reservation request letter, reservation subject to Township rules & regulations, and subject to continued availability. Ms. Port seconded the motion and it passed unanimously.*

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

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

The meeting was adjourned 8:36 pm.

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

James Mueller, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka