

TOWN HALL

November 3, 2022

The Chair, Mr. Mueller, called the meeting to order at 2:00 pm. Trustee Kristina Port was present. Board Administrator Melissa Palmer and Fiscal Officer Karen Walder were present.

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

The Pledge of Allegiance was said.

MINUTES: *Ms. Port made the motion to accept the minutes of the Regular Meeting held on September 15, 2022, as presented. Mr. Mueller seconded the motion and it passed.*

Ms. Port made the motion to accept the minutes of the Regular Meeting held on October 6, 2022, as presented. Mr. Mueller seconded the motion and it passed.

Ms. Port made the motion to accept the minutes of the Regular Meeting held on October 20, 2022, as presented. Mr. Mueller seconded the motion and it passed.

QUARTERLY REPORTS: *Ms. Port made the motion to acknowledge receipt the 3rd Quarter 2022 departmental reports from the Police Dept. Mr. Mueller seconded the motion and it passed.*

QUARTERLY REPORTS: *Ms. Port made the motion to accept the 3rd Quarter 2022 departmental reports from Fire, Road, Facilities, & Zoning. Mr. Mueller seconded the motion and it passed.*

POLICE: GOV DEALS: DISPOSITION OF PROPERTY: *Ms. Port made the motion, at the recommendation of the Police Chief, to dispose of township property attached to the letter from Chief Swaidner, dated November 1, 2022, as each item is not needed for public use, is obsolete, or is unfit for public use. Mr. Mueller seconded the motion and it passed.*

POLICE DEPT: Chief Swaidner stated that on October 27th the Police Department participated in a Trunk-or-Treat event at the Geauga County Sheriff's Department and it went very well. Chief Swaidner stated that the National Drug Takeback was done on October 29th, and they collected 65 pounds of prescription drugs and was turned over to the DEA for proper disposal. Chief Swaidner stated that Cram the Cruiser is going on from now till November 11th and will be turned over to Geauga County Department of Family and Child Services. Chief Swaidner stated they will be starting a Toy Drive next week through December 4th and those toys will be turned over to the Geauga County Department of Family and Child Services.

FIRE DEPT: Chief Frazier stated both the Police and Fire Department participated in some rescue tasks at the schools, along with Chester Police and Fire Department. Chief Frazier stated that the Fire Department also participated in Trunk-or-Treat and went well. Stated that the Fire Department participated in fire prevention week and was able to talk to 3 grades regarding fire safety and prevention.

ROADS: PAYMENT APPROVAL: PAY APPLIC #1: *Ms. Port made the motion to approve Pay Application No. 1 for the The Asphalt Resurfacing of Various Roads, Project RS-RUS-V-2022, in the amount of \$606,805.85 to Karvo Companies, as recommended by the Geauga County Engineer. Mr. Mueller*

TOWN HALL

November 3, 2022

seconded the motion and it passed.

ROAD DEPT: OPWC DISBURSEMENT REQUEST: *Ms. Port made the motion to authorize Kristina Port, Trustee, and Karen Walder, Fiscal Officer to sign the Disbursement Request Form and Certification, Pekin Road, OPWC Project #CG18Z, for Disbursement No. 1 in the amount of \$100,000.00. Mr. Mueller seconded the motion and it passed.*

FO QUARTERLY REPORT: Mrs. Walder stated that on the revenue side we are in the high 90% and are in line with expectations. One exception is the Motor Vehicle License Tax, which is only at 80% of budget and with talking with the County Engineer, he cautioned that that revenue could lag next year as well, due to the effects of multi-year license renewals. The Township has two other revenue funds that are driven by fees- Cemetery and Zoning- and those are only running 54% of budget. Mrs. Walder review 2 new sections were added to the report this quarter, New Vendors, and IT Updates.

Ms. Port made the motion to acknowledge receipt of the third quarter 2022 report from the Russell Township Fiscal Officer. Mr. Mueller seconded the motion and it passed.

MILLER DODSON RESERVE REPORT: Mrs. Walder stated that she did receive the preliminary report and have sent it out to each Department Head to review their site items. Mrs. Walder stated she has received it back from the Police and Road Department and is awaiting review from Fire and the Admin items. Mrs. Walder also asked the Board for their feedback and Ms. Port said she could have it reviewed by next Wednesday.

HEALTH RENEWAL UPDATE: Mrs. Walder gave an update on the health care renewal. She gave the Trustees 2 options to decide from. Option A is renewal at a 9.5% increase with the current plan and Russell Township covering 100% of the deductible. Mrs. Walder stated that Option A would only require an outlay of about 65% of what was budgeted for 2023. Option B is to renew at our previous deductible of \$5,000/\$10,000 but that would be about a 22% increase in premiums, which would impact employee contributions, however the total outlay would not be much different from Option A. Mrs. Walder recommends that the Board goes with Option A and will request action at the next Trustee meeting.

ELECTRIC UTILITY PLAN CHANGE: Mrs. Walder stated that since NOPEC has released us, the Township has the option to secure electric rates through a contract ranging from 12 months to 48 months. The Trustees agree to a 30-month contract.

Ms. Port made the motion to approve a change in the electric utility contract to a 30-month fixed contract at \$0.0766/kwh, effective January 1, 2023. Mr. Mueller seconded the motion and it passed.

Mr. Rambo joined the meeting at 2:26 pm.

FISCAL OFFICER AUTHORIZATION: *Ms. Port made the motion to authorize Fiscal Officer Karen Walder to sign the documents associated with the change to a fixed rate on behalf of Russell Township based on pricing provided in an email by Karen Walder dated November 3, 2022. Mr. Mueller seconded the motion and it passed unanimously.*

TOWN HALL

November 3, 2022

COMMENTS FROM THE PUBLIC WERE RECEIVED

MINUTES: *Mr. Rambo made the motion to accept the minutes of the Special Meeting held on October 14, 2022, as presented. Mr. Mueller seconded the motion, and the votes are as followed: Mr. Rambo yes; Ms. Port abstained; Mr. Mueller yes and the motion passed.*

PARK 511 UDLG for 2023: Members of the Park 511 Board came back asking the Board of Trustees for \$5,000.00 towards their 2023 expenses. The Board agreed to give them the \$5,000.00. Mrs. Walder stated that the funds will not be available until permanent appropriations are adopted.

Mr. Rambo made the motion to provide the Russell Township Citizens' Park District, ORC 511 (Russell Twp Trustees), with \$5,000.00 in lieu of Undivided Local Government Funds for 2023, payable after Permanent Appropriations 2023. Ms. Port seconded the motion and it passed unanimously.

PARK 511 LEASE EXTENSION: Mr. Mueller stated that he discussed with the other Trustees that the Park 511 have some commitments with school districts and want to extend into a longer period. Mr. Mueller suggests a 5-year lease. Mr. Rambo stated that they don't have such document ready to sign. Park 511 stated that they will send Mr. Rambo a copy of the lease agreement for him to review.

PARK 1545 UDLG for 2023: Dennis Suhay representing the 1545 Park came in requesting funds from the Trustees to help with their expenses for 2023. He represented that that 1545 has similar expenses as the 511, however Mrs. Walder noted that the expenses shown in their 2023 budget were over twice the amounts budgeted by the 511, to which Mr. Suhay replied they had overestimated the budget submitted for 2023. The Board agreed to give the 1545 Park Board \$5,000.00.

Ms. Port made the motion to provide the Russell Township Park District, ORC 1545 (Geauga Co Probate Court), with \$5,000.00 in lieu of Undivided Local Government Funds for 2023, payable after Permanent Appropriations 2023. Mr. Mueller seconded the motion and the votes are as followed: Mr. Rambo no; Ms. Port yes; Mr. Mueller yes and the motion passed.

CONSERVATION PLAN ON WEST RIVER DRIVE: Mr. Mueller stated he has been talking to Les McGrotty and the Land Conservation set up rules and regulations for him to abide by. Mr. Mueller stated that he has a lighthouse on the property and will be removing it and said he will plant wildflowers. Mr. Rambo asked if Western Reserve is okay with wildflowers being planted and recommended that Western Reserve handle all negotiations with the landowner. Mr. Shane Wohlken, WRLC, will be consulted for next steps towards an agreement.

TEMPORARY APPROPRIATIONS: Mrs. Walder stated that for the next meeting she is preparing the temporary appropriations for 2023 and wanted to ask the Board to let her know if there will be any funds required for the new community building project before permanents.

NOPEC PROXY: ASSIGN: *Mr. Rambo made the motion to appoint and designate Dr. William Koons as the Proxy for the 2022 Northeast Ohio Public Energy Council (NOPEC) annual general assembly meeting on November 15, 2022. Ms. Port*

TOWN HALL

November 3, 2022

seconded the motion and it passed unanimously.

EXECUTIVE SESSION: *Ms. Port 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). Mr. Rambo seconded the motion and it passed unanimously.*

The meeting moved into executive session at 2:57 pm.

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

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

VACATION BUYBACK: *Mr. Rambo made the motion to accept the Memorandum of Understanding, signed on October 25, 2022 by local OPBA representative Todd Owen, to approve payment for the equivalent of 120 hours of vacation for employee Vincent A. Valerio. Ms. Port seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Mr. Rambo made the motion to adjourn. Mr. Mueller seconded the motion and it passed unanimously.

The meeting was adjourned at 3:45 pm.

Jim Mueller, Chairman

Karen Walder, Fiscal Officer

Recorded by: Jessica Ezzone