

RUSSELL TWP FIRE-RESCUE STATION

August 5, 2009

The meeting was called to order at 7:00 p.m. by Chairman James Dickinson. Trustees James Mueller and Kristina Port were present.

Mr. Dickinson welcomed guests and department heads Mr. Machnics and Mr. Layne to the meeting.

The Pledge of Allegiance was said.

**MINUTES:** *Mr. Mueller made the motion to approve the minutes of the July 15, 2009 Regular Trustee's meeting as presented. Ms. Port seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Ms. Port moved to acknowledge receipt of the July 2009 monthly departmental reports from the Police, Road, Maintenance, and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Ms. Port moved to accept the June 2009 monthly departmental reports from the Fire, Maintenance, and Police departments. Mr. Mueller seconded the motion and it passed unanimously.*

**HILLBROOK REPAIR:** Mr. Layne reported that he had contracted with Davis to install the gabion baskets at the side of Hillbrook near the bend. There has been substantial loss in the past year. The gabions will be stacked two baskets high. Davis will begin the repair work soon.

**CALLEY & THISTLE LANES:** Mr. Layne stated that the preconstruction meetings for the repaving and cement stabilization of Calley and Thistle Lanes will be held next week. Work is expected to begin soon.

**COY LANE:** Mr. Dickinson spoke with Mayor Tom Brick about the possibility of having Chagrin Falls plow Coy Lane. The idea had been raised several years ago but discussions had not been finished. Russell Township may agree to pay Chagrin Falls or trade streets. Mr. Layne will write a letter to Mr. Jeff Smedeker, the Superintendent of Streets in Chagrin Falls, to request assistance in this matter again.

**CORRAL CIRCLE:** Residents Leslie Stanforth and Kevin O'Connor presented their concerns over a drainage system problem in the cul-de-sac of Corral Circle. They identified an uncovered pipe opening in the green space of the cul-de-sac and were worried that it presented a safety hazard. Gene Layne explained that the drainage in that area had been tampered with over the years. Originally a swale was designed to carry the water. In past years, open side ditches were filled in and cul-de-sac pipes were blocked. The ditch pipe permit process is intended to prevent these problems from happening in the future. Ms. Stanforth consulted with Geauga County Soil and Water and with an engineer. In May or June of 2009 she received a letter and opinions on how to correct the problem in the area. Ms. Stanforth stated that digging out the culvert to its designed depth would be too deep for safety. Mr. Layne recommends either restoring the open ditches or installing the proper sized pipes. Mr. Dickinson explained that the Township's

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jurisdiction is along the road. He recommended getting the Homeowner's Association involved. Homeowners are responsible for maintenance. Mr. Layne will meet with the residents to answer their questions about the drainage problems in Corral Circle. Ms. Stanforth will contact the neighbors when a meeting date is set with Mr. Layne.

**ZONING DEPARTMENT:** Mr. Ric Machnics reported that he has seen more activity recently. More zoning permits have been issued recently, the Fairmount Fine Arts Center is studying a variety of options for growth or change, and two houses have been built in Rivendell. Ms. Port inquired about Soil and Water permitting procedures pursuant to NPDES Phase II requirements. Mr. Machnics said that the Zoning Department is not informed of problems unless they are blatant.

**FISCAL OFFICER:** Ms. Heck reported that the loan for the Road Paving project has gone through. The County has certified the money.

**COMMENTS WERE TAKEN FROM THE PUBLIC**

**TRUSTEE GOALS:** A brief discussion was held on the goals that the Board of Trustees identified for 2010. *Mr. Mueller moved to approve the 2010 Goals for the Russell Township Board of Trustees. Ms. Port seconded the motion and it passed unanimously.*

**HACKAMORE WOODS EASEMENT:** Mr. Dickinson explained that the County Prosecutor's Office had responded to the Township regarding the Hackamore Woods Easement issue. The recommendation of the Prosecutor's Office is to find out exactly where the easement actually is and have it surveyed. No money is to be expended until the survey is completed. Mr. Layne will request that the Geauga County Engineers survey the easement. If the Geauga County Engineer's won't perform the work, then the Trustees will consider paying for the survey. Mr. Dickinson said that, according to the Prosecutor's Office pond erosion was unlikely to be the responsibility of the Township. It is more likely that road and ditch maintenance would be addressed by the Township. It is also possible that the easement will have to be expanded and then recorded. The Trustees will keep the residents informed.

**SINGLE WASTE HAULER PROJECT:** Mr. Mueller explained that a grievance procedure would be established to address any issues or complaints that arise from using a single waste hauler in Russell Township. Mr. Mueller estimates that the costs to residents could be cut in half. In addition, Township roads would be spared by minimizing the trips by the heaviest trucks. Curbside recycling reduces the carbon footprint of the community by eliminating residents' trips to the Recycling Center and reducing diesel trucks emissions in the community. Curbside recycling is also expected to increase participation in recycling.

A public meeting will be held on Wednesday, August 26<sup>th</sup> at 7 p.m. in the Town Hall to discuss the Single Waste Hauler Proposal for Russell Township. The discussion will be between the Russell Trustees, Russell residents, area waste

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haulers, and nearby Trustees. Advertising will be done in the local newspapers, the Township website, and Channel 20 if available.

**SQUIRE, SANDERS & DEMPSEY:** *Mr. Mueller moved to approve an additional sum of \$220.00 to compensate the firm of Squire, Sanders and Dempsey for their assistance with the preparation and review of legal documents related to the road paving project. There was no second to the motion. This issue will be tabled until a more detailed invoice can be requested and reviewed.*

**ASM:** Mr. Mueller recommends supporting the nomination of the ASM Geodesic dome building to the National Register for Historic Places. Ms. Port volunteered to contact ASM to see if a letter of support from the Trustees is requested.

**HELLEMENTARY:** Martin Smoley, producer for the film Hellementary, sent an email requesting approval from the Trustees to make a music video in the local cemetery. Trustees agreed that there was a potential offense that could be taken to the final product after green screen editing. There was enough concern expressed related to this request that the Trustees declined to support the use of the cemetery.

**COMMUNICATIONS:** Mr. Mueller would like to continue working toward an email-based Township newsletter. He wants to get out a version to improve upon communication with the residents as the Trustee goals indicate. The email news will probably have to be modified as the Township moves forward. Ms. Port recommended using the Chester News actively. Mr. Mueller indicated that a good newsletter enhances property values. Realtor's use websites and newsletters to promote sales in a community. Mr. Mueller recommends including photo contests, information exchange among residents, and school news. Mr. Dickinson requested that Ms. Tenkku attend the next meeting to give her input and experience.

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 7 p.m., Wednesday, August 19, 2009 in the Russell Township Fire-Rescue Department.

**PURCHASE ORDERS:** were approved for:

Number	Purpose	Amount
143-2009	2TB Network Attached Disk Storage	\$ 836.99
144-2009	AED Batteries Adult& Ped Defib Pads	807.95
145-2009	Repair Light Tower on #4322	1,794.53
146-2009	Tire Recycling	737.68
147-2009	Park's Share of Laurel Sch's Payment	1,324.71
148-2009	Repair Phone Sys @ Police Dept	1,653.15
149-2009	Monthly Janitorial Service	750.00

Bills were approved as presented and drawn for same.

**EXECUTIVE SESSION:** *Mr. Mueller made the motion to move into executive session for a discussion of personnel matters pursuant to O.R.C. 121.22(G)(1). Ms. Port seconded the motion and it passed unanimously. The Board of Trustees moved into Executive Session at 8:53 p.m.*

TOWNSHIP TRUSTEES

REGULAR SESSION

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*Mr. Mueller made the motion to move out of executive session at 9:30 p.m. Mr. Dickinson seconded the motion and it passed unanimously.*

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting was adjourned at 9:31 p.m.

Respectfully submitted,

James Dickinson  
Chairman  
Board of Trustees

Melissa Palmer  
Administrative Secretary