

RUSSELL TWP FIRE-RESCUE STATION

August 19, 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, Chief Frazier, and Chief Carroll to the meeting.

The Pledge of Allegiance was said.

MINUTES: *Mr. Mueller made the motion to approve the minutes of the August 5, 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 Fire department. Mr. Mueller seconded the motion and it passed unanimously.*

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

E-NEWSLETTER: Mr. Dickinson indicated that a goal of the Board of Trustees is to increase communication with the residents of the Township. In the past Russell Rustlings and the quarterly Township newsletter had been used to share information with the residents. Now, the Township makes use of the Time-Warner government access channel and the Township website. Other possibilities for increasing communication include reviving a hardcopy newsletter, creating an e-newsletter, and becoming involved in social networking such as LinkedIn, Facebook, and Twitter. The Trustees requested that Janet Tenkku, who assisted the Township with training in 2008, create a proposal responsive to a preliminary list of ideas for the website. Ms. Tenkku discussed her proposal with the Board and indicated that the Township could choose to eliminate a few of their previously discussed ideas. Stream-lining the list of ideas and lessening the frequency of the newsletter makes the proposal less expensive. Ms. Tenkku reminded the Board that the e-newsletter would not report complete stories but would include links to relevant websites for more information. The Township intends to create a quarterly newsletter and a "critical news" letter that will be published irregularly when the need arises. The website will be updated to accommodate the new information and archives that will be made available. It will also be updated to include an "Opt-In/Out" area for residents to add their email addresses to the subscription lists. Distinction was made between emergency news and emergent news. The e-newsletter will not handle emergency situations. These will still be handled by the Police and Fire Departments and other appropriate agencies. Emergent news, however, will be covered in the "critical news" letter that will be published irregularly when needed. An example of emergent news is a major road closure. The Board discussed what kind of news could be put into the newsletters. At this time only Township government information will be included. In the future, community news may be incorporated. Also, in the future, the frequency of the e-newsletters may be increased.

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Mr. Mueller moved to authorize an amount not to exceed \$7,500.00, billed on an hourly basis, for JPT to prepare e-newsletters, set-up the email list server, and update the Township web site to support the Township e-newsletters. Ms. Port seconded the motion and it passed unanimously.

ROAD DEPARTMENT: Ms. Port indicated that she likes the information that she receives in the Road Department monthly report.

FIRE DEPARTMENT: The Fire Department is planning an all-day drill with the Geauga Park District to be held in the West Woods Park. They will simulate lost person rescue. Chief Frazier is also going to confirm that radio coverage throughout the park has been established. The Russell Auxiliary Force will participate. Mr. Dale Wedge has been very complimentary of the Russell Auxiliary Force (RAF). The Russell Fire-Rescue Department and RAF will probably hold another Emergency Preparedness Day next year.

On October 10th, the Geauga County Health Department will hold a drive-thru shot clinic for the seasonal flu at the Russell Fire-Rescue Department. The clinic will provide a single-dose shot for the seasonal flu only. The RAF will assist with the shot clinic.

POLICE DEPARTMENT: Chief Carroll reported that the Safe Room has been used successfully again. Chief Carroll had also received information from InfraSource about the fiber optic cable project being done on Route 87 in Russell. The line is being laid from Chicago to Cleveland and on to New Jersey. It is said to link hospitals and medical information. The project will be done in Russell in approximately 3 days. The last two spots to be completed are in front of Ledgewood Church and at the Chagrin River.

The Click-It-or-Ticket Campaign is again awarding police cars. This year the event is on September 2nd. Five cars will be given out. Forty departments are participating in the contest. Chief Carroll said his department had recently received a laser radar unit.

In-car cameras will be installed in the Russell police cars in the next few weeks.

FISCAL OFFICER: Ms. Heck reported that the Capital Projects Fund money has been receipted in. However, the amount of money in the General Fund has been lowered by the State because money was decertified from the Local Government Fund. The revised 2009 budget amounts must be appropriated. *Mr. Mueller moved to approve Resolution 2009-19: a resolution to provide for the current expenses and other expenditures of the Russell Township Board of Trustees, during the fiscal year, as an amendment to permanent appropriations ending December 31, 2009. Ms. Port seconded the motion and it passed unanimously.*

The County Auditor needs the Board of Trustees to approve a resolution to allow them to certify and collect the appropriate taxes for 2010. *Mr. Mueller moved to approve*

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Resolution 2009-20: a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. Ms. Port seconded the motion and it passed unanimously.

COMMENTS WERE TAKEN FROM THE PUBLIC

HACKAMORE WOODS EASEMENT: It was reported that the County Engineer would not be able to perform the necessary easement survey in the Hackamore Woods subdivision. Mr. Layne is out of state and will get a proposal to have the easement surveyed when he returns.

ASM: ASM expects to hear on August 28th whether the geodesic dome building will be placed on the National Register of Historic Places.

BRIAR HILL CHURCH: Mr. Gallagher received a request by a seniors group affiliated with a local church to use the Briar Hill Church on September 10th. The senior citizens group, "55 and Better", has invited the former pastor of the church from 1951 - 1959 back to see Briar Hill Church. The church would be needed for one hour during the day. Jack Gallagher is available to open and supervise the use of the church as it is a weekday. More information such as the name of the resident, the church, and the preacher is not available at this time. The Trustee's chose to defer this agenda item until the next meeting.

CAR WASH FUNDRAISER: Ms. Port supports using the Fire-Rescue Station or Police Station for a car wash in late September to benefit a local Boy Scout troop. Chief Carroll suggested that the Police Department has outside spigots and could possibly be used for this event. A brief discussion was held over whether this is an appropriate use of the Police and Fire-Rescue facilities. The procedures in place for the use of the historic Town Hall do not allow for-profit activities, sales or promotional activities. But, the Board indicated that it did not have a problem with the Police Station parking lot being used in this manner. Boy Scout leaders may contact the Township to schedule a car wash at the Police Department.

SINGLE WASTE HAULER PROJECT: A public meeting will be held on Wednesday, August 26th at 7 p.m. in the Town Hall to discuss the Single Waste Hauler Proposal for Russell Township. Russell residents, area waste haulers, representatives from the Geauga-Trumbull Solid Waste Management District, and nearby Trustees are invited to attend.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7 p.m., Wednesday, September 2, 2009 in the Russell Township Fire-Rescue Department.

A public meeting will be held on Wednesday, August 26th at 7 p.m. in the Town Hall to discuss the Single Waste Hauler Proposal for Russell Township.

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PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
150-2009	Truck Repairs	\$ 6,171.40

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting was adjourned at 8:34 p.m.

Respectfully submitted,

James Dickinson
Chairman
Board of Trustees

Melissa Palmer
Administrative Secretary