

RUSSELL FIRE-RESCUE STATION

JANUARY 19, 2011

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees James Mueller and Kristina Port were present. Mr. Dickinson welcomed guests and department heads Mr. Machnics, Mr. Layne, Chief Carroll, and Chief Frazier.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on January 5, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port made the motion to accept the December, 2010 monthly departmental reports from the Fire, Police, Maintenance, Road and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mrs. Heck reported that she would be out of the office for medical reasons for two to three weeks starting in February, 2011. Mrs. Heck is interested in hiring a part-time employee to come in and help Susan Baker. Mrs. Heck has contacted a candidate but has not had a response yet. A special meeting may be required to discuss hiring an interim employee during Mrs. Heck's leave of absence and to appropriate funds.

COMMENTS WERE TAKEN FROM THE PUBLIC

HEALTH INSURANCE RENEWAL: Mr. Sean Sprouse, of Burnham and Flower Insurance Group, presented several insurance options available through the Ohio Township Association Health Plan (OTAHP.) He said the options were better than had previously been reported and that the employees would not have to fill out any papers if the Township chooses to change insurance carriers. United Healthcare had a 14.1% increase and would not reconsider their bid. The Medical Mutual of Ohio (MMO) option is below Russell Township's current cost. Mr. Sprouse felt that Medical Mutual was the most competitive and most comparable from an administrative perspective. Both United Healthcare and Medical Mutual have integrated administration. One difference is the UHC policy date is from 2/2011 to 2/2012, while the MMO policy is from 2/1/2011 to 1/2012. This year employees would only have 11 months to meet the deductible with the MMO plan. 98-99% of the SuperMed Plus network is the same as the network the Township has now. The downtown University Hospital campus and Rainbow Babies & Children's are not covered under the MMO plan. UH's Geauga Hospital is covered due to local need. The MMO plan administration is integrated; Brenda and Mr. Sprouse still assist with claims. The biggest difference is the card in the employee's wallet. Mr. Dickinson identified a 16% cost benefit to switching to MMO. Mr. Mueller said it was high time to lower costs. Medical Mutual of Ohio is a top tier carrier and Mr. Sprouse identified a fixed savings of \$54,000.00. Ms. Port asked about grandfathered plans. Mr. Sprouse explained that insurance plans for companies with 50 or fewer employees are standardized and filed with the Ohio Department of Insurance. Healthcare and Reform provisions apply to both large and small companies. Now is the open enrollment period for families with older dependants. *Mr. Mueller made the motion to approve the following Insurance*

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coverage for Russell Township officials and full-time employees for the year 2011 and January 2012:
Medical/Hospitalization - COSE MMO HRA P2500 MMRx
Life Insurance - COSE Standard Life Insurance Co.
Dental Insurance - Delta Dental
Vision Insurance - Vision Services Plan
Burnham and Flower Company proposes this plan in conjunction with the Ohio Township Association. Ms. Port seconded the motion and it passed unanimously.

LAKE ERIE PROTECTION FUND GRANT: Ms. Amy Brennan, Executive Director of the Chagrin River Watershed Partners, explained that in November the residents of the Griswold Creek area met to discuss funding opportunities for Griswold Creek modeling and plan development. A federal grant administered by the Ohio Department of Natural Resources was applied for with the assistance of the CRWP and Russell Township. Recently, Ms. Brennan learned of state level funding available from the Ohio Lake Erie Commission - Lake Erie Protection Fund (LEPF). The funds requested from LEPF total \$15,000.00. Mr. Dickinson explained that there is no outlay of funds by the Trustees for the Griswold Creek project. The costs are born by the landowners. The Township will create an escrow account and administer money that comes to the account. The ODNR grant is a reimbursement account, while seventy percent of the LEPF money comes upfront. The Township will need CRWP's help with the bid package. CRWP is available to help with legal notices and the bidding process. Contracts will require review by the Geauga County Prosecutor's Office. Mr. Mueller made the motion to authorize Kristina Port and Amy H. Brennan to act as Project Directors, and for Gerri Heck to act as Fiscal Agent and Authorizing Officer for the Lake Erie Protection Fund grant proposal entitled Griswold Creek Watershed Modeling and Restoration. Mr. Dickinson seconded the motion and it passed unanimously.

BZA ALTERNATES: Mr. Steve Gokorsch, Chairman of the Board of Zoning Appeals, explained that the BZA members discussed the possible appointment of alternate members. Mr. Gokorsch said the BZA members agreed unanimously that they do not want alternate members. The BZA members feel that appointing alternates addresses a problem that isn't a problem and actually creates a potential problem. The BZA publishes a schedule at the beginning of the year and holds special sessions so as to act as expeditiously as possible. The BZA feels that it is accommodating the scheduling needs of the residents. Mr. Gokorsch explained that the BZA is a quasi-judicial meeting. Alternates would create a problem operationally. An alternate not sitting on the BZA, but in attendance, could potentially say that if he were voting on the BZA he would probably have approved a variance request. Mr. Gokorsch also explained that alternates would perhaps expect that they were the next candidate in line for an open position on the BZA. There is no guarantee of an alternate being appointed to the BZA as the BZA members are not responsible for appointments. Mr. Machnics explained that the Assistant County Prosecutor, Sheila Salem, was very firm and encouraged the Trustees to appoint one or two alternates to the BZA. Mr. Machnics is in favor of alternates in order to help expedite matters. The Trustees tabled the discussion.

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COMMUNICATIONS: Jessie Weinberger, a website and software developer since 1993, came at the invitation of Mr. Dickinson to introduce herself and describe her services. She represents i-newslocal.com which is a news site and a community portal. Local governments, schools, merchandisers, and non-profits are represented on the website. Mr. Dickinson is interested in improving communications in the form of the Township website, email blasts, and social media. Ms. Weinberger explained that the i-newslocal website can serve to drive traffic back to the Township website. She hopes to build a circle of interest with social media, her website, and the Township website. Ms. Weinberger could act under contract to implement the technological improvements, map out the editorial calendar, and manage the website. Ms. Weinberger offers a templated website for the Township to fill. Departments would have to provide the information and written content. The Township needs to rebrand and freshen up its current communications material. Russell Township can participate now in i-newslocal.com.

COUNTY-WIDE EMERGENCY SERVICES AGREEMENT: The Trustees reviewed the recently revised County-wide Emergency Services Agreement that was approved and signed by the County Commissioners. It does reflect some changed duties but not many substantial changes. Chief Frazier described the agreement as the best effort in regional cooperation that he has seen. *Mr. Mueller made the motion to adopt and sign the Resolution entitled County-Wide Emergency Services Agreement which was approved and executed by the Geauga County Board of Commissioners on December 2, 2010. Ms. Port seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier expressed his thanks to Mr. Layne and the Road Department employees for their assistance with cutting and crack filling around the Fire-Station. He also said that the plowing done by the Road Department and Maintenance Department has been wonderful during this tough winter. Mr. Frazier described the roads as perfect and reported that his department has had no trouble getting to emergency calls.

The Russell Fire-Rescue Department sent a squad to the recent chair lift rescue at Alpine Valley. The rope rescue services are part of the reciprocal services available through the Council of Governments. Chief Frazier reported that he did receive a sizable grant for the purchase of emergency radios.

MAINTENANCE DEPARTMENT: Mr. Gallagher reported that he just acquired 2 tons of salt for use in the smaller salt truck equipment. He recently switched to a new vendor and is happy with the price per bag of salt.

ROAD DEPARTMENT: Mr. Layne reported that his fleet of trucks is in good shape. He expressed his thanks to Mr. Tony Hylton who goes over the trucks so well before winter sets in. Mr. Layne said the fall maintenance work makes a big difference. Mr. Layne will need more salt than normal this year.

ROAD DEPT: ROAD EXCHANGE: Mr. Mueller reported that he and the County Engineer, Mr. Bob Phillips, had spoken about the exchange of Caves Road for Russell Road. Mr. Layne supported

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the idea of the exchange. Caves Road is a Township road that was paved to federal standards approximately 5 years ago. Russell Road is a County road that receives far less traffic than Caves Road. He said Caves Road receives over 4,000 cars per day. Russell Road was paved and had culvert repair work done by the County approximately 3 years ago. Mr. Layne will write a memo expressing his support of the exchange of maintenance responsibilities for Caves Road and Russell Road.

ROAD DEPT: WINTER BENEFITS: Mr. Mueller suggested an alternative to allowing Mr. Layne to drive a truck home during the winter months. He suggested that mileage money be paid for the second trip from home to work in a 24 hour period and on weekends. The topic of winter benefits was tabled. Winter truck take-home and paid mileage for extra trips in a 24 hour period are not benefits currently offered by the Township.

ZONING DEPT: Mr. Machnics reported that with the heavy snow and holiday season permit applications have stopped.

POLICE DEPARTMENT: Mr. Dickinson read the January 10th letter from ODOT to Chief Carroll regarding the intersection of Music Street and Chillicothe Road. The letter indicated that a traffic light could create more problems than already exist at the intersection. The intersection will stay the way it is. Chief Carroll applied for an equipment grant amounting to \$30,000.00. He hopes to purchase LED lightbars and laptops with the grant money.

ENERGY AUDIT: The energy audit started today and will continue through Friday probably. The final application date is February 28th. Ms. Port is expecting that One Stop Energy Services will provide suggestions for the best improvements and investments based on the rate of return.

BUS GARAGE: The West Geauga Operations Manager, Mr. McDade, reviewed the Bus garage Lease. It was then approved and signed by the Board of Education. April 1, 2011 is the estimated move date.

SINGLE HAULER PRIVATE PETITION MAILING: Residents met with Ms. Port to count and review the private petitions that were mailed to the Township Fiscal Officer. Ms. Heck reported that the contents of the envelopes were separated and the envelopes were thrown out. The envelopes were in the possession of the Township and should not have been thrown away. It was reported by Ms. Port that the results of the petition count indicate a 5:1 ratio of residents opting for choice over monopoly. The petitions are part of the public record and available at the Township Administration Building.

TOWN HALL USE: *Mr. Mueller made the motion to grant permission for the Russell Historical Society to use the Town Hall on the 3rd Saturday of each month from 10 a.m. to noon, 2011, subject to Township rules and regulations. Ms. Port seconded the motion and it passed unanimously.*

TOWN HALL USE: *Ms. Port made the motion to grant permission for the Russell Garden Club to use the Town Hall on Monday, November 28th, and Tuesday, November 29th, 2011, from 9:00*

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*a.m. - 2:00 p.m., subject to Township rules and regulations.
Mr. Mueller seconded the motion and it passed unanimously.*

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, February 2nd, in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
34-2011	Vehicle repair part	\$ 29.95
35-2011	Gas and diesel	\$ 844.94
36-2011	Cable service	\$ 481.94
37-2011	Lifepak service contract	\$2,045.00
38-2011	Vehicle repair parts	\$ 11.32

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 compensation of a public employee, pursuant to O.R.C. 121.22(G)(1). Ms. Port seconded the motion and it passed unanimously. The meeting moved into executive session at 8:56 p.m.*

Mr. Mueller made the motion to move into regular session. Ms. Port seconded the motion and it passed unanimously. The meeting moved back into regular session at 9:10 p.m.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting adjourned at 9:12 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer

Recorded by: M. Palmer