

RUSSELL FIRE-RESCUE STATION

FEBRUARY 15, 2012

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees Jim Mueller and Justin Madden were present. Department heads Chief Carroll, Chief Frazier, Mr. Gallagher, and Mr. Layne were present. Mr. Machnics was absent.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on February 1, 2012, as presented. Mr. Madden seconded the motion and it passed unanimously.*

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on February 11, 2012, as presented. Mr. Dickinson seconded the motion and it passed with the following vote: Mr. Mueller yes, Mr. Madden abstain, Mr. Dickinson yes. Mr. Madden abstained because he was not present at the special meeting. Mr. Madden attended the OTA conference in Columbus.*

MONTHLY REPORTS: *Mr. Madden made the motion to acknowledge receipt of the January 2012 monthly departmental reports from the Fire and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Madden made the motion to accept the January 2012 monthly departmental reports from the Police, Maintenance, and Road departments. Mr. Mueller seconded the motion and it passed unanimously.*

ANNUAL REPORTS: *Mr. Mueller made the motion to accept the 2011 annual departmental reports from the Fire, Police, Maintenance, Road, & Zoning departments. Mr. Madden seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier answered questions from the Trustees regarding his 2011 annual report. Chief Frazier noted an approximate 5% increase in calls annually as a general trend over the last 10 years. His objectives for 2012 were discussed. Updating 8 year old workstations, the need for an on-site storage building and a new paramedic response vehicle, and the mandated departmental wellness program were discussed. Two cadets have been recruited. One cadet has started. Mr. Madden sat in on a departmental training session recently and found it very impressive. Mr. Dickinson read a note from the Rugg family. Mr. Rugg passed away and the family generously asked that donations be made to the Russell Fire-Rescue Department. *Mr. Madden made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$770.00 donation to the Fire-Rescue Department. Mr. Mueller seconded the motion and it passed unanimously. Mr. Mueller made the motion to approve the use of the \$770.00 donation for the benefit of the Fire Department staff at the discretion of the Fire Chief. Mr. Madden seconded the motion and it passed unanimously.*

POLICE DEPARTMENT: Chief Carroll discussed details from his 2011 annual report. He explained that call activity was down a little from 2010 to 2011. He also explained that there was an increase in criminal charges from 2010. Chief Carroll would like 2 more cameras for the building, one in the lobby and one in the booking room. A request for MDT laptops has been submitted. These MDTs were initially received for free

RUSSELL FIRE-RESCUE STATION

FEBRUARY 15, 2012

in the late 1990s through a COPS grant. The machines failed in 2007 and were replaced with 5 used Panasonic Toughbook laptops at a cost of \$800.00 each. The expected lifespan of these laptops was 2 years. The Police Department got 5 years out of the laptops. The MDTs provide immediate access to LEADS. Police can communicate through messages from car to car. The MDTs also provide the in car camera system. The MDTs are now a regular and necessary piece of equipment in the police cars. Mrs. Heck budgeted for this expense. Chief Carroll got price estimates from 4 companies. Bizco Technologies was the lowest quote. The Bizco estimate includes compatible anti-virus software, a 3 year accidental warranty for \$250 each, and backlit keyboards for nighttime use. Mr. Dickinson asked about the accidental warranty expense. After discussion, the extra 3 year warranty expense was removed from the estimate. *Mr. Mueller moved to approve the purchase of five Panasonic Toughbook CF-19 lap top computers from Bizco Technologies for a cost of \$15,989.64. Mr. Madden seconded the motion and it passed unanimously.*

MAINTENANCE DEPT.: Mr. Gallagher reported on the sale of recycled cardboard by Bainbridge Township. He spoke with the Bainbridge Township Road Department. The Bainbridge Road Dept. employees spend 1-1/2 hours each day cleaning up their cardboard recycling site. Whole cardboard boxes are tossed in the open uncovered bins. The boxes are not broken down to conserve space. The boxes in the dumpsters cannot be packed down because the new trucks cannot shake the dumpster to free the compacted boxes. Fencing and signage has cost Bainbridge Township additional money. One reason Russell Township began recycling was to reduce landfill waste. Recycling was started to help the environment and to help residents get rid of their waste responsibly. It was not done to make money. Mr. Gallagher explained that Geauga Trumbull Solid Waste Management District asked for help to prevent the sale of cardboard and aluminum. This may alter the recycling relationships they have developed. If companies will pay for recycled aluminum, Russell Township could lose the use of the big green dumpsters.

ROAD DEPARTMENT - ROAD MATERIALS: Mr. Layne reported that he received the new Mack truck last week. It got used heavily over the weekend. One asphalt plant that Mr. Layne uses will be opening up approximately 2 weeks early due to warm weather. *Mr. Mueller moved to approve the Road Superintendent's recommendation for road material bids for primary and secondary suppliers and authorize the Fiscal Officer to advertise for bids. Mr. Madden seconded the motion and it passed unanimously.*

ROAD DEPT. - SIDING PROJECT: Mr. Layne is interested in completing the siding project on the Road Department garage. The front and south sides were completed last year. Mr. Layne would like to use the same company to side the rear and north walls this year. *Mr. Mueller moved to approve the Road Superintendent's recommendation for E.C.H. Construction to complete the steel siding project at the Road Garage for a total cost of \$23,350.00. Mr. Madden seconded the motion and it passed unanimously.*

RUSSELL FIRE-RESCUE STATION

FEBRUARY 15, 2012

FISCAL OFFICER'S PERMANENT APPROPRIATIONS: A brief discussion as held on the Permanent Appropriations Resolution presented by Mrs. Heck. *Mr. Mueller made the motion to adopt Resolution number 2012-02: the Permanent Township Annual Appropriations for the Fiscal year, ending December 31, 2012. Mr. Madden seconded the motion and it passed unanimously.*

COMMENTS WERE OFFERED BY THE PUBLIC

CVIGC MEETING: The Trustees will host the February 25th meeting of the Chagrin Valley Intergovernmental Conference. *Mr. Madden moved to approve up to \$150.00 for the purchase of refreshments for the Chagrin Valley Intergovernmental Council Meeting to be hosted by Russell Township in February. Mr. Mueller seconded the motion and it passed unanimously.*

NATURAL GAS CONTRACT: Ms. Sheila Salem reported to the Trustees at a previous meeting the results of her communication with Glacial Energy. The company declined to remove the liquidated damages clause from the contract as Ms. Salem requested. Ms. Salem reported previously that this clause is not unlawful, but it cannot be budgeted for in advance. Mr. Madden continues to have a significant problem with entering into a contract with a liquidated damages clause. Mr. Schloss, of Blue Flame, will be invited to the next Trustees meeting to answer questions.

BUS GARAGE: Mr. Podgurski has not yet been in touch with the Trustees regarding the discussions held during the recent West Geauga School Board meeting.

WG COMMUNITY JOINT RECREATION DISTRICT: *Mr. Mueller made the motion to reappoint Mr. Ed Curtis to the West Geauga Community Joint Recreation District Board for the three year term ending April 30, 2015. Mr. Madden seconded the motion.*

LOCAL GOVERNMENT OFFICIALS' CONFERENCE: *Mr. Mueller made the motion to approve reasonable and necessary expenses for Mrs. Heck and Mrs. Baker to attend the Local Government Officials' Conference, March 7-9, 2012, in Columbus. Mr. Madden seconded the motion and it passed unanimously.*

OTA CONVENTION: Mr. Madden attended the recent Ohio Township Association conference. He found it to be very informative. As a reflection of the state of the times, Mr. Madden attended a seminar that was standing room only on the topic of dealing with foreclosed properties.

CVIGC BRANDING PROJECT: Mr. Mueller is pursuing a project through the CVIGC that encourages branding the Chagrin Valley for websites and social media. A grant will be applied for through the Innovation Fund. It will be a co-operative venture. Local Chagrin Valley communities will either opt-in or opt-out.

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

PURCHASE ORDERS: were approved for:

RUSSELL FIRE-RESCUE STATION

FEBRUARY 15, 2012

Number	Purpose	Amount
58-2012	Speed signs & posts	\$ 2,500.00
59-2012	Oil pan for Mack #46	\$ 830.00
60-2012	Replacement Welcome sign for Pekin Rd	\$ 368.00
61-2012	2012 Ohio Revised Code manual	\$ 243.00
62-2012	Vic Matthews Fire Training	\$ 110.00
63-2012	Life Insurance premium	\$ 3,163.32
64-2012	Toughbook CF-19 laptops etc	\$ 15,989.64
65-2012	Havis-Universal computer mount	\$ 1,136.45
66-2012	Continuous revaluation service	\$ 310.00
67-2012	Finish steel siding Road Garage	\$ 23,350.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Mr. Madden the meeting adjourned at 8:29 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer

Recorded by: M. Palmer