

RUSSELL FIRE-RESCUE STATION

MARCH 7, 2012

Chairman Jim Dickinson called the meeting to order at 7:00 p.m. Trustees Jim Mueller and Justin Madden were present. Chief Carroll was present. Mr. Dickinson invited all those attending to stand and share a moment of silence to honor the victims and families of the recent Chardon tragedy. Mr. Machnics arrived at 7:45 p.m.

**REGULAR TRUSTEES MEETING MINUTES:** *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on February 15, 2012, as presented. Mr. Madden seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Mr. Madden made the motion to accept the February 2012 monthly departmental reports from the Fire & Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Mr. Mueller made the motion to acknowledge receipt of the March 2012 monthly departmental reports from the Police, Maintenance, Road, & Zoning departments. Mr. Madden seconded the motion and it passed unanimously.*

**FISCAL OFFICER:** Mrs. Heck, Township Fiscal Officer, was absent from the meeting as she was in Columbus attending the Local Government Official's Conference.

**WEBSITE CONSULTANT:** Mr. Jim Abbott, representing WRIS Web Services Inc., made a presentation to the Trustees on potential improvements to the Township website. He recommended a website that appeals more to out of town individuals who may wish to relocate to Russell Township. Mr. Abbott indicated that the content on the website was very good, but that the look and functionality of the website was outdated. He recommended updating the website in the following ways: change the collage on the index page to a slide show, improve the navigation with dropdown lists, and use less text on the index page. He offered increased analytics, the ability to easily add and delete pages as needed, and the potential to link the website to social media outlets. Mr. Mueller has an interest in a multi-community website as opposed to the strict governmental website. He would like to promote the area and improve the economy. Mr. Mueller's multi-community website would blend public groups, arts organizations, and government information. The multi-community website would link to the Township's strictly government website. Mr. Mueller hopes his project will be funded by money available through the Department of Development. On the topic of the Township website, Mr. Dickinson expressed an interest in limiting the Township's social media exposure to residents only. He would also like to post surveys and tabulate feedback. Chief Carroll expressed an interest in e-alert reporting and making public information available on the website. Mr. Dickinson is interested in learning the costs associated with improving the website, the ongoing fees for maintenance, the appropriate ways to utilize social media sites, and how to manage the project with the lean Township staffing. Mr. Abbott will present a proposal to the Trustees.

**COMMENTS WERE TAKEN FROM THE PUBLIC**

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**BUS GARAGE FUEL TANK & TRAILER:** Mr. Madden reported that Mr. Podgurski, attorney for the West Geauga Board of Education, offered a \$2,000.00 cash settlement and ownership of the fuel tank and trailer. Mr. Gallagher sent information that he had received offers of \$625.00 for the fuel tank and trailer. If the Township were to use the fuel tank it would have to be tested and then re-certified by the EPA. The Trustees discussed Mr. Podgurski's offer and chose to accept it. *Mr. Mueller made the motion to accept the settlement offer of \$2,000.00, ownership of the fuel tank and trailer, and title from the West Geauga Board of Education, payment to be made by March 30, 2012. Mr. Madden seconded the motion and it passed unanimously.* Mr. Madden will send a letter to Mr. Podgurski.

**GAS CONTRACT:** After discussion, the Trustees chose not to sign the Glacial gas contract. Ms. Sheila Salem, Assistant County Prosecutor, recommended changes previously to the contract. After contacting the company, she was unable to get the liquidated damages clause removed from the contract. The liquidated damages clause created an uncapped expense if the Township terminated the contract early. Mr. Madden stated that it would be irresponsible to sign a contract that could be detrimental to the Township. The Trustees indicated that the benefit was not worth the risk. The Glacial gas contract was not signed by the Trustees.

**REQUEST FOR USE OF ROAD GARAGE PARKING LOT:** *Mr. Madden made the motion to grant permission for Rescue Village to use the Road Garage Parking Lot on June 23, 2012 subject to Township rules and regulations. Mr. Mueller seconded the motion and it passed unanimously.*

**WEST GEAUGA DCC MEETING:** Mr. Madden attended the DCC meeting recently. A large portion of the discussion was related to the tragic shootings in Chardon. Mr. Madden indicated that the Superintendent of the West Geauga Schools, Dr. Diringer, did a great job and is very serious about going to any length to upgrade safety standards in the West Geauga schools. Budget cuts and the anti-bullying campaign were other topics of discussion at the DCC meeting. Chief Carroll reported that the Russell Police participated in numerous trainings with Chester Township and VEG at the schools. Lindsey Elementary, the high school, and the middle school have video cameras that can be viewed from the police station and on the MDTs in the police cars. There are no cameras in Westwood due to budget constraints. Mr. Mueller encouraged Chief Carroll to put in writing any needs or requests that he has for securing the schools.

**CHESLER GROUP NOMINATION:** The Chesler Group was nominated for an award from the National Trust for Historic Preservation for their remodeling of the ASM facility in Russell Township. The Trustees agreed to send a letter of support for the Chesler Group. *Mr. Mueller made the motion to authorize Mr. Dickinson to send a letter in support of the Chesler Group's nomination for a National Trust for Historic Preservation award. Mr. Madden seconded the motion and it passed unanimously.*

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**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, March 21st, in the Russell Township Fire-Rescue Department.

**EXECUTIVE SESSION:** *Mr. Mueller made the motion to move into executive session for the purpose of discussing the hiring of a public employee pursuant to O.R.C. 121.22 (G)(1). Mr. Madden seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:55 p.m.

*Mr. Madden made the motion to return to regular session. Mr. Madden seconded the motion and it passed unanimously.*

The meeting moved into regular session at 8:05 p.m.

**HIRE PART-TIME OFFICER:** *Mr. Mueller made the motion based on Police Chief Carroll's recommendation: to hire Michael McIvor as a part-time police officer and constable with the Russell Township Police Department. The conditions of employment are as follows: The official starting date to be March 16, 2012, based upon completion of applicable paperwork with the Russell Township Fiscal Officer's Office. A one year probation period will be from the official starting date. Pay scale will be at the starting level on the part-time wage schedule. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Mr. Madden seconded the motion and it passed unanimously.*

The oath was administered to Mr. McIvor by Mr. James Dickinson.

*Upon the motion of Mr. Mueller and seconded by Mr. Madden the meeting adjourned at 8:09 p.m.*

James Dickinson, Chairman

Gerri Heck, Fiscal Officer  
Recorded by: M. Palmer