

RUSSELL FIRE-RESCUE STATION

APRIL 6, 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 Maintenance Superintendent Jack Gallagher.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on March 16, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

SPECIAL TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on March 21, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port made the motion to acknowledge receipt of the March 2011 monthly departmental reports from the Police, Maintenance, & Road departments. Mr. Mueller seconded the motion and it passed unanimously.*

USPS CHANGES: Ms. Nicki LoCoco, from the Novelty Post Office, explained that effective May 2nd, the Novelty Post Office will be closed for lunch from noon to 12:30 p.m. Effective June 4th, 4 carriers and the clerks will report to the Chester Post Office. All Novelty mail will go through the Chester branch. One employee will remain at the Novelty branch. The service window will remain open for vacation mail pick up, retail purchases, and to service the P.O. boxes. The Novelty Post Office land is leased from private owners who purchased the property last summer from Bill Roediger. The lease is up in 2016. Other USPS changes are also occurring. Newbury carriers are moving to Burton, and Bainbridge is closing and moving to Chagrin Falls. Chris Cooper is the Postmaster for the Novelty post office. He is currently working at a different post office. Victor Dubina is the Director of Communications in the Cleveland USPS Office. Mr. Dickinson may request that Victor Dubina attend a Special Meeting of the Board of Trustees at the Town Hall. He wants to know the plans for the Novelty Post Office in the future. Mr. Mueller says this change is an example of privatization. With the privatization of the USPS, we now have less of a lever. Ms. LoCoco will contact both the Windsor and the Gates Mills Post Offices to learn their strategies for staying open when closing seemed certain.

FISCAL OFFICER: Mrs. Heck, Township Fiscal Officer, is out of the office briefly for medical reasons. She is reported to be doing well and is in touch with the office. She hopes to return to the office next week.

MAINTENANCE DEPT.: NEW TRUCK PURCHASE: Jack Gallagher reports that his 2002 pickup truck needs a lot of repair work. He planned to replace this truck in the fall, but needs to move the purchase closer due to the repairs required. Chevy trucks have been taken off the state bid list. Valley Ford has big trucks available, but there are no pickup trucks in stock. A truck order could take 16 weeks to fill. Mr. Gallagher recommends purchasing a pickup truck from

RUSSELL FIRE-RESCUE STATION

APRIL 6, 2011

Preston Ford who can beat the State bid price. They have four trucks on their lot. Preston Ford has offered \$4,000.00 on the trade-in. There is no need to bid out the truck since Preston is able to beat the State bid price. Ms. Port noted that the problems with the existing pickup are substantial. She does not wish to invest in repairs to the old truck for only six months of use. Mr. Gallagher prefers a truck with a gas engine for plowing as he has to get in and go quickly. He does not want to wait to warm up the engine of a diesel.

MAINTENANCE DEPT.: BRIAR HILL GAS LINE: Mr. Gallagher has submitted a purchase order for a gas line to be installed at Briar Hill. The line in the building must be installed first and then the gas company will install the line right up to the building meter. Mr. Gallagher has a furnace in storage that was used for three years in the old Russell School. He will have that furnace installed at Briar Hill for a considerable savings. Stankus is going to run the piping, remove the old oil furnace and install the new gas furnace. The meter will be installed in an inconspicuous location at the east of the building.

MAINTENANCE DEPT.: BUS GARAGE: On Monday, Mr. Dickinson spoke with Michael McDade, from the Operations Dept. of West Geauga Schools. Mr. McDade reports that West Geauga Board of Education will put an ad in the newspaper and sell the trailer that remains at the former Bus Garage. Mr. Gallagher reports that he will be at the facility on Friday to change the locks and turn off the power. Mr. Dickinson reported that the West Geauga Board of Education is interviewing environmental engineering companies. Solar Testing performed the last Phase II report. Mr. Dickinson wants to know what hazards are in the building, such as asbestos and hydrocarbons. Ms. Port asked if the building is in the contract to be tested under the Phase II. Mr. Dickinson read a draft of the lease which indicated that the building was included in the Phase II report. He is inclined to tear down the building but will wait to see what the Phase II testing report shows.

ZONING AMENDMENTS: PUBLIC HEARING 2011-1: *Mr. Dickinson made the motion to open the Public Hearing on the Zoning Amendment 2011-1. Mr. Mueller seconded the motion and it passed unanimously. Mr. Bruce Murphy explained that this proposed amendment to the Zoning Resolution brings the document into compliance with the state law regarding liquor sales. The amendment removes Section 4.7.T which states that "No sales of alcoholic beverages shall be permitted within the Township." Alcohol sale is regulated by the State. Since the paragraph doesn't do anything it is good housekeeping to remove the paragraph. Mr. Mueller made the motion to close the Public Hearing on the Zoning Amendment 2011-1. Ms. Port seconded the motion and it passed unanimously. Mr. Dickinson read form number 35, the proposed adoption resolution, aloud. Mr. Mueller moved to adopt the recommendations of the Russell Township Zoning Commission, and adopt Zoning Amendment 2011-1. Ms. Port seconded the motion and it passed unanimously.*

ZONING AMENDMENTS: PUBLIC HEARING 2011-2: *Mr. Mueller made the motion to open the Public Hearing on the Zoning Amendment*

RUSSELL FIRE-RESCUE STATION

APRIL 6, 2011

2011-2. Ms. Port seconded the motion and it passed unanimously. This amendment changes the requirement in Section 11, Paragraph 11.8 from a unanimous vote to a majority of votes. Mr. Mueller made the motion to close the Public Hearing on the Zoning Amendment 2011-2. Ms. Port seconded the motion and it passed unanimously. Mr. Dickinson read form number 35, the proposed adoption resolution, aloud. Mr. Mueller moved to adopt the recommendations of the Russell Township Zoning Commission, and adopt Zoning Amendment 2011-2. Ms. Port seconded the motion and it passed unanimously.

ZONING AMENDMENTS: PUBLIC HEARING 2011-3: Ms. Port made the motion to open the Public Hearing on the Zoning Amendment 2011-3. Mr. Mueller seconded the motion and it passed unanimously. This amendment involves a Zoning Map revision to change six Russell Township Park Commission lots and two Trustee owned lots from R-5 to Passive Park District. The two Trustee owned parcels are already zoned passive park, but they had been left off of a previous Zoning Map revision. Ms. Port made the motion to close the Public Hearing on the Zoning Amendment 2011-3. Mr. Mueller seconded the motion and it passed unanimously. Mr. Dickinson read form number 35, the proposed adoption resolution, aloud. Ms. Port moved to adopt the recommendations of the Russell Township Zoning Commission, and adopt Zoning Amendment 2011-3. Mr. Mueller seconded the motion and it passed unanimously.

ZONING AMENDMENTS: PUBLIC HEARING 2011-4: Mr. Mueller made the motion to open the Public Hearing on the Zoning Amendment 2011-4. Ms. Port seconded the motion and it passed unanimously. This amendment involves a Zoning Map change and rezones eight Trustee owned parcels near the intersection of State Routes 87 and 306 from Commercial Services (C-S) to Office Building (O-B). In 2001 the Zoning Commission hired Northstar Planning & Design Inc. to provide professional planning guidance. The report was incorporated into the "Comprehensive Land Use Guide Plan: 2015" for the Township. Northstar's recommendation was to rezone several parcels from C-S to O-B. The office building zone creates a buffer and limits the impact of commercial activity on the residential community. Mr. Dickinson read passages of the Northstar report, dated June 5, 2001, that pertain directly to amending the zoning districts of the Township owned parcels. The proposed rezoning reduces the potential for expanding commercial activity onto State Route 87 frontages and focuses C-S activities onto State Route 306 frontages. Mr. Mueller added that it is possible that some less desirable commercial companies would move to Russell. Mr. Ben Kotowski, Zoning Commission member, explained that zoning districts have to be planned and put in place ahead of time. The Township cannot limit specific individual companies. Further, Mr. Kotowski explained that the lots in question are too small to invite contemporary retail. Mr. Mueller pointed out that Mr. Yoe's property has sewers available and he has not been able to sell it for over 20 years. Ms. Port responded that the Northstar report was written 10 years ago at a time when relocating the old fire station and adjusting traffic patterns were the issues. No one has come knocking for either C-S or O-B properties. Ms. Port recommends not acting until the waste water line is decided, until demand is shown,

RUSSELL FIRE-RESCUE STATION

APRIL 6, 2011

and until the campus plan for the Township administration is decided. Ms. Port wants to see a comprehensive plan and doesn't want to see businesses just pop up in a hodgepodge like they did in Chesterland. Further, she pointed out that the futures of the veterinary office, the gas station, and the post office are all uncertain. Mr. Bruce Murphy, Vice-Chair of the Zoning Commission, stated that the Township does have a long-term plan, called the Land Use Guide Plan, which was created with input from many consultants. The ten year old Northstar report is still on target and reflects current land use better now than it did ten years ago. Ms. Port answered that the Land Use Guide Plan is up for review from new residents and can change. Mr. Murphy sees no reason not to conform with the existing guide plan. It recommends Office Building in one area and Commercial Services in another area. Mr. Dickinson said that while there has not been much demand for C-S or O-B parcels, he is inclined to go along with the Zoning Commissions recommendation. Ms. Port does not wish to exclude the potential of the properties just because the Township currently owns them. *Mr. Mueller made the motion to close the Public Hearing on the Zoning Amendment 2011-4. Mr. Dickinson seconded the motion and it passed unanimously.* Mr. Dickinson read form number 35, the proposed adoption resolution, aloud. *Mr. Mueller moved to adopt the recommendations of the Russell Township Zoning Commission, and adopt Zoning Amendment 2011-4. Mr. Dickinson seconded the motion.* Ms. Port requested further discussion. Ms. Port asked if the Trustees had any interest in a modification of the proposed zoning amendment. Her suggestion is to leave the old fire station parcel zoned C-S since it was on Route 306. *A vote was taken on the motion and it passed with the following vote: Mr. Mueller yes, Ms. Port no, Mr. Dickinson yes.*

GEAUGA GROWTH PARTNERSHIP: Mr. Frank Samuel, President of the Geauga Growth Partnership, introduced the new business-led group to the Trustees. The group intends to help existing businesses grow and retain jobs. The GGP helps new entrepreneurs to start businesses and to network with others. The Geauga Growth Partnership does not compete to bring companies into Geauga County. Mr. Samuel explained that he sees Geauga County as an entity. While Russell Township is not a commercial location, it contributes to the entity by being a residential community where business owners live. The Geauga Growth Partnership is identifying opportunities and challenges in the County. The biggest obstacles he has found outside the County are that Geauga County is seen as anti-development. Mr. Samuel said this impression is further complicated by the lack of ease of dealing with the County Soil & Water and the Health Departments. The biggest obstacle inside the County is that high school graduates need to be work ready for sophisticated level entry jobs. Mr. Dickinson agreed that a reliable work force with a high skill set is just not available. The school systems, which are rated excellent, send graduates to college where they test into remedial courses. Other issues are the reliability of electric power in some parts of the County, the real-estate inventory of 75,000 to 80,000 square foot buildings is small, and rent concessions are not available in the current economy. Mr. Samuel hopes to increase awareness of these issues in the county and gather communities together in the partnership so they can speak with a single voice. Ms. Port

RUSSELL FIRE-RESCUE STATION

APRIL 6, 2011

recommended that the GGP and COSE cooperate. She also sees potential for collaboration between the GGP and the Geauga County Township Association. CTA dues could be bumped up and the Township could join through CTA. Mr. Samuel explained that the GGP needs support from all over however he will not draw a line around their membership.

COMMENTS WERE TAKEN FROM THE PUBLIC

ROAD DEPARTMENT - ROAD IMPROVEMENTS: *Mr. Mueller made the motion to approve Resolution 2011-4: A Resolution to Order the Improvement of various roads, and the accompanying specifications prepared by the County Engineer. Ms. Port seconded the motion and it passed unanimously.*

MEMORIAL OBSERVANCE: *Mr. Mueller made the motion to approve an amount not to exceed \$1,200.00 for the necessary and reasonable expenses for the Memorial Day Observance to be held at the Briar Hill Church on Sunday, May 22, 2011. Ms. Port seconded the motion and it passed unanimously.*

UPPER CHAGRIN PRESERVE: Mr. Ed Meyers, of the Western Reserve Land Conservancy, will attend the Trustees meeting on April 20th to discuss the conservation easements that are placed on the Upper Chagrin Preserve property.

COMMUNICATIONS CONSULTANT: Mr. Dickinson is accepting suggestions for consultants to manage the Township communications. He is looking for a company to manage a township website, both print and e-mail newsletters, a television presence, and social networking.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, April 20th, in the Russell Township Fire-Rescue Station.

PURCHASE ORDERS:

74-2011 New Mack truck	\$ 74,754.89
75-2011 Plan for waste water plan 87/306	\$ 7,000.00
76-2011 Wrenches & air hose	\$ 861.50
77-2011 Domain hosting/IP address/DSL	\$ 400.48
78-2011 Industrial appraisal	\$ 290.00
79-2011 Labor Compliance posters	\$ 778.40
80-2011 Snow & ice workshop	\$ 40.00
81-2011 Lithium-ion batteries Life Pack	\$ 1,575.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting adjourned at 9:09 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer