

RUSSELL FIRE-RESCUE DEPARTMENT

APRIL 21, 2010

Chairman James Mueller called the meeting to order at 7:02 p.m. Trustees James Dickinson and Kristina Port were present. Mr. Mueller welcomed guests, and department heads Police Chief Timothy Carroll and Road Superintendent Gene Layne. Mr. Mueller explained that Fire Chief John Frazier was excused because he was out of town.

The Pledge was said.

MINUTES: *Mr. Dickinson moved to accept the minutes of April 7, 2010, as presented. Ms. Port seconded the motion and it passed unanimously.*

MINUTES: *Mr. Dickinson moved to accept the minutes of April 15, 2010, as presented. Ms. Port seconded the motion. The vote: Mr. Dickinson: Yes, Ms. Port: Yes, Mr. Mueller: Abstain.*

MONTHLY REPORTS: *Ms. Port moved to accept the March, 2010 monthly departmental reports from the Fire Maintenance, Police, Road and Zoning Departments. Mr. Dickinson seconded the motion and it passed unanimously.*

ROAD DEPARTMENT - BID OPENING THE IMPROVEMENT OF VARIOUS ROADS IN THE RED RAIDER SUBDIVISION AREA: Bids received for the asphalt paving project were opened and recorded as follows per the advertised specifications:

Asphalt paving of roads for Red Raider Subdivision Area

Kokosing Company	\$461,140.00
Karvo Paving	\$492,105.00
Ronyak Paving	\$462,875.00
Shelly Company	\$457,051.00

Each of the bids had the required bid bond.

The bids will be forwarded to the County Engineer for his review and recommendation.

Ms. Port made the motion to forward the bids received for the Improvement of Various Roads in the Red Raider Subdivision Area to the County Engineer for his approval. Mr. Dickinson seconded the motion and it passed unanimously.

ROAD DEPARTMENT - BID OPENING FOR THE IMPROVEMENT OF SECTION D OF PEKIN ROAD: Bids received for the asphalt paving project were opened and recorded as follows per the advertised specifications:

Asphalt paving of Section D of Pekin Road

Kokosing Company	\$462,134.60
Ronyak Paving	\$419,925.98
Shelly Company	\$432,714.35

Each of the bids had the required bid bond.

The bids will be forwarded to the County Engineer for his review and recommendation.

Mr. Dickinson made the motion to forward the bids received for the Improvement of Section D of Pekin Road, TR 144 to the County Engineer for his approval. Ms. Port seconded the motion and it passed unanimously.

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ROAD DEPARTMENT HEMLOCK HILLS SUBDIVISION AREA PROJECT:

Specifications from the Geauga County Engineer and Resolution Number 2010-08, A Resolution to Order the Improvement of Various Roads in the Hemlock Hills Subdivision, were presented for approval. A discussion was held regarding the proposed work. *Mr. Dickinson made the motion to approve Resolution 2010-08: A Resolution to Order the Improvement of Various Roads in the Hemlock Hills Subdivision and the accompanying specifications prepared by the County Engineer. Ms. Port seconded the motion and it passed unanimously.*

POLICE DEPARTMENT: Chief Carroll said he did not have anything to add to his monthly report. He informed the Board a new speed trailer, purchased with a donation from the Milstein family, has arrived and has been put into use at various locations within the Township. He explained that traffic count and speed data are collected when the speed trailer is placed in service. Ms. Port asked how the trailer is charged. Chief Carroll said it is charged by plugging it in to an electrical outlet and it will hold a charge for approximately two days. Mr. Mueller asked if the trailer acts as a speed deterrent. Chief Carroll said the trailer definitely serves as a deterrent to slow down the motorists. Chief Carroll said if the Trustees approve, he would like to post a notice on the Township web site instructing residents to send an email to the Police Department if they would like to have the speed trailer placed in the neighborhood. The Trustees agreed that a web site posting regarding the speed trailer would be appropriate.

Ms. Port commented that Chief Carroll's March 2010 monthly report included several thank you notes and letters to the Police Department. She said she feels it is nice of people to express their gratitude.

Ms. Port said she noticed in Chief Carroll's March 2010 monthly report that the oil/water separator at the Police Department was cleaned and checked for proper operation, according to NPDES mandates. Ms. Port asked if this cleaning and checkup is an annual event. Chief Carroll said he has had the oil/water separator cleaned on an annual basis and the contractor sends the certificate of completion to the Geauga County Health District, as well as the Police Department.

FISCAL OFFICER: Mrs. Heck informed the Trustees that the Township bank account transfer from Huntington Bank to Middlefield Banking Company is almost completed. Mrs. Heck said she would like to express her gratitude to Susan Baker, the Assistant to the Fiscal Officer, for her efforts regarding the bank account transition. Mrs. Heck said the transfer of accounts has been very time consuming. Mrs. Heck explained that the Township checks are being written from the Middlefield Banking Company account and the account at Huntington Bank needs to be open during the transition to ensure no checks are returned for insufficient funds.

Mrs. Heck said the Local Government Officials Conference was very informative for her and Susan Baker. Mrs. Heck said that due to the present economy, the emphasis of the conference this year was on financial planning for present and future.

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COMMENTS WERE TAKEN FROM THE PUBLIC

LAND TRANSFER OF RUSSELL TOWNSHIP PROPERTY TO THE RUSSELL TOWNSHIP PARK COMMISSION: Mr. Mueller welcomed the following members from the Russell Park Commission: Chairman Roy Podojil, Vice Chairman Sandy Siegler and Board Member Terry Ries. Mr. Mueller explained that the Park Commission members were invited to discuss the transfer of Township property, located in the northeast area of Russell Township, to the Russell Park Commission. Mr. Mueller presented a map, prepared by the Zoning Department, that indicates all of the Township owned properties in Russell Township, and pointed out exactly the parcels that would be discussed during this meeting. Mr. Mueller said there are three parcels totaling 150.6 acres; and contiguous to the Russell Township owned property, are 29.7 acres, located in Chester Township, and owned by Russell Township. Mr. Mueller said there is presently a land conservancy easement on Russell Township's property. Mr. Mueller further explained that for several years, activities that are prohibited have been reported; such as ATV riding and hunting. Mr. Mueller explained that, in his opinion, the Park Commission is better equipped, and more experienced, at managing protected properties. Mr. Mueller explained that the properties owned by Russell Park Commission have signage, stating the rules and regulations of that particular property and Mr. Mueller said he feels that signage installed by the Park Commission is particularly effective. Mr. Mueller further explained the history of the three parcels. He said the Township was given the property over 15 years ago, accompanied by a conservancy easement agreement, as a condition to accepting the land. Mr. Mueller explained that at that time, the Park Commission was just beginning, and since that time, the Park Commission is now in charge of approximately 400 acres of land throughout the Township and he feels it is time to turn this particular property over to the Park Commission.

Mr. Podojil explained that the Park Commission works well with the Police Department regarding prohibited activities such as hunting, ATV riders, etc. Mr. Podojil explained that if the Township property is turned over to the Park Commission, it would be guaranteed to be undeveloped forever; and that the Park Commission could never dispose of the property. Mr. Podojil further explained that the Park Commission works with Geauga Park District; and that the Geauga Park District may be interested in creating primitive trails on the property that would allow the property to be monitored easily. Mr. Podojil explained that this particular piece of property is in close proximity to The Rookery, a park owned by Geauga Park District.

Mr. Podojil said that for several years, students from West Geauga High School have collected water samples from the property and sent the samples to the Ohio Department of Natural Resources (ODNR). Mr. Podojil said that water samples are collected in order to monitor streams, and is advantageous for the property owners; as well as a necessary function as part of participating in ODNR's Scenic River Program.

Mr. Dickinson expressed concern regarding the possibility of having primitive hiking trails created on the property. Mr.

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Dickinson said his understanding of the conservation easement on the property mandates that the property is to stay fallow, that the property is not to be altered from its natural state. Mr. Podojil advised that hiking trails are permitted in the conservation agreement. Mr. Siegler added that Russell Uplands Preserve has trails and they have remained primitive in nature. Mr. Dickinson explained he prefers to make sure the conservation easement on the property is not violated.

Ms. Port asked Mr. Podojil to explain how the Park Commission is funded. Mr. Podojil provided an explanation, along with Mrs. Heck. Ms. Port asked what are the advantages and liabilities of the Park Commission taking control over the Township property. Mr. Podojil explained that the property will be protected forever, according to the guidelines of the Park Commission and the Park Commission is in a better position than the Township to maintain and monitor the property. Ms. Port asked what the enforcement mechanism is for ensuring there is no hunting on the property. Mr. Podojil explained that the Police Department has been instrumental in finding the individuals who have violated the rules on the Park Commission's properties.

Mr. Dickinson added that with conservation easements, the Trustees need to be careful that the land remains fallow and undisturbed. Mr. Mueller thanked the Park Commission members for attending the meeting and complimented them for all of their efforts.

LAUREL SCHOOL WATER LINE: Mr. Dickinson explained that the Geauga County Commissioners have signed a Memorandum of Understanding; and, upon receipt of the Memorandum of Understanding, the Trustees will review it to verify that the document includes the language requested by the Trustees. Mr. Dickinson further explained that the Memorandum of Understanding needs to read that the Commissioners will agree to consult with the Trustees on all sewer and water line extensions within Russell Township.

SINGLE WASTE HAULER PROPOSAL: Mr. Mueller presented contract documents and specifications for bidders regarding the Residential Solid Waste Collection and Disposal with Recycling. The bid packet and contract, dated March 22, 2010, was reviewed. Ms. Port expressed concern regarding having one waste hauler for the entire township. Ms. Port explained that she feels discounts for senior citizens and disabled residents need to be addressed. Mr. Dickinson stated that from speaking with residents, he has gathered that there is a large emphasis on recycling. He further stated that studies have shown that recycling will increase, especially when the recycled material is picked up from residents' homes. He said he spoke to officials from other communities who have a single waste hauler. He was told that the conditions of roads improved, due to the fact that fewer trucks are traveling daily on the roadways. Mr. Mueller explained that certain restrictions, such as time of day for waste pick up can be stipulated in the contract, such as the waste pickup cannot be performed during the time that students are transported to and from school. Mr. Layne explained that the waste hauling trucks are heavier than the Township trucks and the investment in paving the roads is so large, that having a single hauler will prove to be beneficial in preserving the

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roadways. *Mr. Dickinson made the motion to approve the contract documents and specifications entitled Residential Solid Waste Collection and Disposal with Recycling, dated March 22, 2010 and authorize the Fiscal Officer to advertise for bids, subject to the approval of the Geauga County Prosecutor as to form. Mr. Mueller seconded the motion. The vote: Mr. Dickinson: Yes, Ms. Port: No, Mr. Mueller: Yes.*

TRUE NORTH REQUEST FOR GROUND MONITORING WELLS ON HISTORIC TOWN HALL PROPERTY: Mr. Mueller said True North is in the process of testing at the Shell Station. Mr. Mueller explained that True North has requested to install monitor wells in the west/central part of the Historic Town Hall parcel, which would inhibit the use of the parking lot. Mr. Mueller said he informed True North that the Township would allow a well to be installed closer to the Town Hall building. The representative from the testing firm hired by True North, replied that the test results may be altered if the monitoring well is installed close to the building. Mr. Dickinson replied that he is in agreement that the monitoring well would need to be placed close to the building. Mr. Mueller said he would contact the representative from the testing firm and inform him the Board will not agree to have the monitoring wells installed in the parking lot.

GEAUGA SOIL AND WATER CONSERVATION DISTRICT (GSWCD) ANNUAL DUES: Ms. Port presented a letter from Carmella Shale, Director of GSWCD. Ms. Shale thanked the Russell Township Board of Trustees for their support over the last eight years. Ms. Port explained that GSWCD prepares the annual NPDES report for the Ohio EPA, assists the Township with mandates from Ohio EPA regarding the storm water program and provides assistance to the Township regarding soil and water issues on properties within the Township. Ms. Port said GSWCD would appreciate the commitment for another year of funding, as well as any additional funds the Trustees approve. *Mr. Dickinson moved to approve payment of \$2,000.00 to Geauga Soil and Water Conservation District to support the services and programs they provide in meeting the Township's NPDES goals and to Russell Township residents. Ms. Port seconded the motion and it passed unanimously.*

BUDGET WORKSHOP MEETINGS: The Board discussed several dates for the Budget Workshop Meetings that are held each year. The Board and Fiscal Officer decided the meetings will be held on June 11, 14 and 15.

PRESENTATION OF I/T SERVICES BY GEAUGA COUNTY AUDITOR'S OFFICE: Ms. Port said she sent a copy of the presentation done by Geauga County Auditor, Frank Gliha at the special Trustees' meeting on April 15, regarding I/T Sharing within Geauga County to the Trustees, Fiscal Officer and Department Heads. Ms. Port said she is awaiting information expected from Windstream and Time Warner Cable Company and when the information is received, she will forward it on to the Trustees, Fiscal Officer and Department Heads.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, May 5, in the Russell Township Fire-Rescue Department.

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ANNOUNCEMENTS: (continued) Geauga Seasonal Recycling/Waste Collection Dates: Geauga Household Hazardous Waste Collection will be held April 24, 9 a.m. until noon, Geauga County Engineer's Yard, 12655 Merritt Road, Chardon, Ohio.

Used Oil Recycling resumes May 1 at Russell Township Recycling Center, 8 a.m. until 10 a.m. on the first Saturday of each month from May through October. Russell residents only.

Document Shredding Event, May 15, 9 a.m. until noon. Five paper bags or copy paper boxes full of personal or sensitive documents. Russell residents only.

Russell Township Scrap Tire Collection, May 22, 8 a.m. until 2 p.m., 8 tire maximum, off the rim only, car or light truck tires. Russell residents only. No business or commercial drop off. Rain or shine.

Memorial Service, May 23, 3 p.m. until 5:00 p.m., Briar Hill Cemetery.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
91-2010	Landscape maint, Rd Garage front	\$ 884.80
92-2010	Bundle of 50 sign posts	\$ 775.00
93-2010	Vol Fire Policy	\$1,664.00
94-2010	Fabricated Alum steps for 4351	\$1,000.00
95-2010	4321 Cab re-wire, radios moved	\$1,700.00
96-2010	Road kill removal	\$ 225.00
97-2010	Cracksealer	\$2,650.00
98-2010	Configure software for Spillman	\$ 945.00
99-2010	Configure for in-car video	\$ 697.50
100-2010	Remount wire, Move Therm. Imag	\$1,700.00
101-2010	Fire Station bonds interest	\$75,680.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Dickinson and seconded by Ms. Port the meeting was adjourned at 8:54 p.m.

Respectfully submitted,

James Mueller, Chairman

Gerri Heck, Fiscal Officer