

RUSSELL FIRE-RESCUE STATION

MAY 16, 2012

Chairman Jim Dickinson called the meeting to order at 7:02 p.m. Trustees Jim Mueller and Justin Madden were present. Chief Frazier, Chief Carroll, Mr. Gallagher, and Mr. Layne were present.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 2, 2012, as presented. Mr. Madden seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

WESTWOOD SECURITY: Dr. Diringer, Superintendent of West Geauga Schools, attended the Trustees meeting with Mr. Jim Russo, Operations Manager for West Geauga Schools. Dr. Diringer expressed his appreciation for all that the Township does for the school system. He explained that the School Board and the Township have worked through some issues recently, but he expressed his appreciation for the Trustees support for improved security at Westwood Elementary School. Mr. Russo also expressed appreciation for the wonderful gesture to ensure that Westwood Elementary is a secure facility.

Mr. Russo explained that Chief Carroll studied the Westwood facility and recommended the installation of 16 security cameras. The specific proposal is to replace one camera and add 15 cameras. The estimate for the camera project is approximately \$17,000.00. The Trustees previously suggested that they would provide a sum of \$20,000.00 toward the project.

In addition to the camera installation, Chief Carroll also suggested that a window wall and secure vestibule be installed in the school office/lobby area. Mr. Russo explained that he did not wish to pursue the window wall suggestion. There is not a window wall in any other school building. The school system is interested in replacing some doors and door locks, however.

Mr. Dickinson explained that the Township stepped in to fill a security gap. The Russell Police Department cannot currently monitor security at Westwood Elementary the way that Chester Township can monitor the other schools in the District. Mr. Dickinson expressed his reluctance to tread on another political subdivision. He also expressed some concern in spending Russell taxpayer dollars to enhance the school which is its own political subdivision. Mr. Dickinson will ask Ms. Sheila Salem, Assistant County Prosecutor, if funding the school security project is an appropriate use of Township dollars. Mr. Mueller indicated that it is a matter of public safety.

Dr. Diringer asked for flexibility in spending the money from the Township Trustees. He would like to pursue the door lock improvements further. Mr. Mueller and Mr. Russo agreed that the window construction would be very expensive, but that the front door locks could be moved to the inside vestibule doors for approximately \$2,500.00. Mr. Madden asked if the camera installation project could be completed by September. Mr. Russo responded that the work could be done by the end of

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this school year if the funds were available. Mr. Dickinson will consult with the Prosecutor's Office.

FIRE DEPARTMENT: Chief Frazier explained that all the Fire-Rescue vehicles have mobile data terminals (MDTs). They are important on fire trucks and ambulances, and they have the ability to see smoke in the school buildings.

Chief Frazier thanked the Trustees for their letter and assistance with the culvert project and the associated road closing. The road closure was reduced from seventeen days to three and a half days. Mr. Dickinson explained that he did send a letter to ODOT, but he clarified that it was Chief Frazier who succeeded in getting the road closure shortened so significantly.

Chief Frazier reiterated previous comments by Chief Carroll and Mr. Russo. The Russell Township Police and Fire-Rescue Departments are actively working with Chester Township, Saint Anselm, Metzenbaum School, Hawken, and West Geauga to improve security through more frequent lockdown drills and planning sessions.

POLICE DEPARTMENT: Sergeant Scott McDermott explained that during recent emergency lockdown drills, the school staff was tested to be sure they follow proper procedures during a simulated emergency. Recently a drill was conducted that required the evacuation of students from classrooms to the school gym. The new laptops installed in the Police cruisers are working perfectly.

MAINTENANCE DEPARTMENT: Mr. Gallagher is busy getting the cemetery grounds ready for Memorial Day. His first priority project for the NOPEC grant money is to improve the HVAC at the Fire-Rescue Department. His second priority is to improve the lighting in the Township buildings. Reports will have to be filed with NOPEC identifying the costs of the improvement projects and the savings that are achieved.

ROAD DEPT BID AWARD - VARIOUS ROADS: Mr. Layne explained that the Road Project bids were opened one week ago. The County Engineer recommends Ronyak Paving as the lowest & best bid. Ronyak's bid under \$775,000.00 was way below the County Engineer's estimate of approximately \$930,000.00. *Mr. Mueller made the motion that the project entitled Improvement of Various Roads in Russell Township be awarded to Ronyak Paving as recommended by the Geauga County Engineer. Mr. Madden seconded the motion and it passed unanimously.*

ROAD DEPT - SALT CONTRACT: Mr. Layne explained that the Road Department is stocked full with salt for next year. The salt is covered and in storage. *Mr. Madden moved to authorize Geraldine Heck to act as agent in the name of Russell Township to participate in the Ohio Department of Transportation's Contract 18 for Sodium Chloride (Rock Salt). Mr. Mueller seconded the motion and it passed unanimously.*

RESOLUTION 2012-5 TO PURCHASE SALT FROM ODOT: *Mr. Mueller made the motion to approve Resolution 2012-5, agreeing to the purchase of road salt from the Ohio Department of Transportation, and authorizing the Fiscal Officer under the*

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requisition of the Director of Transportation to pay the cost and expense of the road salt purchase. Mr. Madden seconded the motion and it passed unanimously.

ROAD DEPT - OPWC: *Mr. Madden moved to approve the following two top priority projects for the Fiscal Year 2013 (Round 26) Township Ohio Public Works Commission Project:*

Top priority: Watt Road, Resurface, project limits from S.R. 87 to Fairmount Road.

Second Priority: Pekin Road, Resurface, project limits from S.R. 306 to Watt Road.

Mr. Mueller seconded the motion and it passed unanimously.

LAPTOP PURCHASE: The Zoning Department has expressed an interest in acquiring a laptop computer in order to make presentations at Zoning Commission meetings. In addition, the Zoning Commission has an interest in using a laptop to store survey data, documents, and other information related to the revision of the Land Use Guide Plan. *Mr. Madden moved to authorize the purchase of one laptop computer and software for the use of the Zoning Department and the Zoning Commission for a cost not to exceed \$1,500.00. Mr. Mueller seconded the motion and it passed unanimously.*

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

NEWSPAPER CORRECTION: At the May 3rd Special Meeting of the Township Trustees, County Engineer Mr. Phillips stated that Hemlock Point Road is not unsafe, but that it could be made safer. Mr. Dickinson, Mr. Mueller, and Mr. Madden all heard that the road is "not unsafe". Unfortunately, in a newspaper column on the same meeting, Mr. Phillips was quoted as saying that the road was unsafe. The three Trustees want the record to show that they understood Mr. Phillips to say that Hemlock Point Road is not unsafe.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, June 6th, in the Russell Township Fire-Rescue Department.

A Memorial Service is scheduled for Sunday, May 20, 2012.

Recycling events:

Motor Oil Recycling: resumes first Saturdays, 8 a.m. - 10 a.m., April thru October

Scrap Tire Collection: May 19th, 9 a.m. - noon, Russell Recycling Center

Document Shredding: May 26th, 9 a.m. - noon, Russell Recycling Center

Document Destruction: June 9th, 9 a.m. - noon, Merritt Rd, Chardon

E-Waste Collection: August 11th, 9 a.m. - noon, Merritt Rd, Chardon

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PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
84-2012	Install Equip into Ford Interceptor	\$ 6,548.47
85-2012	Medic Vehicle 2012 Ford Expedition	\$28,686.00

Bills were approved as presented and drawn for same.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session for the review of negotiations with public employees concerning their compensation, terms and conditions of their employment, pursuant to O.R.C. 121.22(G)(4). Mr. Madden seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:57 p.m.

Mr. Mueller moved to return to regular session. Mr. Madden seconded the motion and it passed unanimously.

The meeting moved into regular session at 8:34 p.m.

Upon the motion of Mr. Mueller and seconded by Mr. Madden the meeting adjourned at 8:35 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer