

RUSSELL FIRE-RESCUE STATION

MAY 18, 2011

Chairman James Dickinson called the meeting to order at 7:02 p.m. Trustees James Mueller and Kristina Port were present. Mr. Dickinson welcomed Chief John Frazier, Zoning Inspector Ric Machnics, Road Superintendent Gene Layne, Maintenance Superintendent Jack Gallagher, Chief Timothy Carroll and the guests.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 4, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORT: *Ms. Port made the motion to acknowledge receipt of the April, 2011 monthly departmental report from the Fire Department. Mr. Mueller seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port made the motion to accept the April, 2011 monthly departmental reports from the Police, Maintenance, Road and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE-RESCUE DEPARTMENT: Chief Frazier reported the tanker truck is back in service after repairs and working well.

FIRE-RESCUE DEPARTMENT - DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the \$500.00 donation from Laurel School to the Fire Department. Ms. Port seconded the motion and it passed unanimously.*

FIRE-RESCUE DEPARTMENT - DONATION: *Mr. Mueller made the motion to approve the use of the \$500.00 donation from Laurel School for the benefit of the Fire-Rescue Department staff at the discretion of the Fire Chief. Ms. Port seconded the motion and it passed unanimously.*

POLICE DEPARTMENT: Chief Carroll reported a safety drill was held at Westwood Elementary on April 21, 2011. Chief Carroll said that since the new communications tower was installed on Pekin Road, the radio communications within the school work very well.

Chief Carroll said the leader of the local boy scout troop requested use of the station to hold a car wash on Saturday, June 4, 2011. The Chief said the car washes held at the station in the past have been successful fundraisers for the boy scouts.

POLICE DEPARTMENT - DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accept the \$400.00 donation to the Police Department from Mr. Black. Ms. Port seconded the motion and it passed unanimously.*

POLICE DEPARTMENT - DONATION: *Mr. Mueller made the motion to approve the use of the \$400.00 donation for the benefit of the Police Department staff at the discretion of the Police*

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Chief. Ms. Port seconded the motion and it passed unanimously.

POLICE DEPARTMENT - VACATION BUYBACK: *Mr. Mueller made the motion to approve payment for the equivalent of 80 hours of vacation for Sergeant Robert Bialosky of the Police Department. Ms. Port seconded the motion and it passed unanimously.*

MAINTENANCE DEPARTMENT: Mr. Gallagher reported the Maintenance Department has been busy preparing the cemeteries for the Memorial Service this coming Sunday; and a funeral service was held in the Briar Hill Church last week. Mr. Gallagher reminded everyone present that a scrap tire collection will be held this coming Saturday, from 9:00 a.m. until noon at the Recycling Center.

Trustee Mueller asked Mr. Gallagher to prioritize the projects listed on the grant request to NOPEC. Trustee Mueller explained he is concerned that some projects listed may not result in as great a payback, as others, in respect to energy use and improvement to Township properties. Trustee Port advised she plans to speak to the Department Heads and prioritize the project list. Mr. Gallagher advised he will meet with Trustee Port. The Trustees discussed a time frame and advised the project priority list will be presented during the budget meetings in June.

ROAD DEPARTMENT - BID AWARD - VARIOUS ROADS: Mr. Layne explained that he reviewed the bids received, along with the Geauga County Engineer's office. Mr. Layne said the bids for the project came in considerably lower than originally estimated. Mr. Layne recommended the lowest bidder be awarded the project. Mr. Layne said the company has always done a good job in the past. *Ms. Port 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. Mueller seconded the motion and it passed unanimously.*

ROAD DEPARTMENT - SIDING ON FRONT AND SOUTH WALLS OF ROAD DEPARTMENT BUILDING: A discussion was held regarding the condition of the front and south walls of the Road Department building. Mr. Layne explained that the paint on the two walls is peeling, the south wall has ice forming in cold weather, which is creating problems and new gutters are needed. Mr. Layne presented a proposal to install siding on the two walls and installation of new gutters. Trustee Dickinson asked if the installation of siding is to prevent further deterioration or simply cosmetic. Mr. Layne said the siding will stop the deterioration of the walls and that painting the walls would not solve the problem. *Mr. Mueller made the motion to approve a contract with E.C.H. Construction of Garrettsville, Ohio, to provide steel siding and gutters on the front and south side of the Road Department building, not to exceed \$23,000. Ms. Port seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Mr. Machnics advised that a zoning workshop will be held in Lake County in June and he advised

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the members of the zoning boards will be submitting requests to attend the workshop at the next meeting.

FISCAL OFFICER: Mrs. Heck informed the Trustees she received a letter from the Geauga County Auditor, Frank Gliha, regarding the expected loss of future funding due to the cuts in funding expected from the State of Ohio. A discussion was held and it was decided this matter will be discussed during the budget meetings this coming June and Mrs. Heck will keep the Trustees informed in the future when she receives final recommendations from Mr. Gliha's office.

FISCAL OFFICER - APPROPRIATIONS RESOLUTION: Mrs. Heck presented Resolution number 2011-06, Appropriations Resolution regarding Fire Department. *Mr. Mueller made the motion to adopt Resolution number 2011-06. Ms. Port seconded the motion and it passed unanimously.*

COPIER PURCHASES: Chief Carroll presented a proposal for the purchase of three copiers; one each for the Administration Building, Fire-Rescue Department and the Police Department. A discussion was held regarding the various brands and the proposals received from different vendors. *Mr. Mueller made the motion to approve the purchase of three Canon Imagerunner Advanced C2030 Digital Color Copiers for the price of \$4,809.00 per unit, which is below state bid pricing, and Full Service Maintenance Agreements at the rate of \$0.05 per color copy and \$0.0074 per black/white copy for all paper sizes from Lake Business Products of Eastlake, Ohio. Ms. Port seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

WASTEWATER TREATMENT PLANT: A discussion was held regarding the waste water situation at the Administration Building and the properties in the area of the intersection of Chillicothe and Kinsman Roads. Mr. Mueller expressed concern regarding the procedure for alteration of the 208 Plan in regards to installation of a wastewater treatment plan to service the above mentioned properties. Mr. Mueller does not want any wastewater plant in the Township expanded without formal permission from the Board of Trustees. Mr. Dickinson said he has been speaking with Mr. Morgan from the Geauga County Water Resources Department and Mr. Morgan agreed to attend a future Trustees' meeting to discuss the concerns of the Trustees.

NOPEC GRANT - Ms. Port presented an agreement from NOEPC regarding the grant. Ms. Port read a portion of the agreement and expressed concern. A discussion was held regarding NOPEC's restrictions listed in the agreement. Ms. Port advised she will draft a letter to NOPEC explaining the Trustees' concerns. Mr. Dickinson suggested a copy of the agreement be forwarded to Sheila Salem, of the Geauga County Prosecutor's Office, for review and approval of form of the document. Further discussion of the agreement will be held during the budget meetings held by the Trustees next month.

TIME WARNER CABLE: Mr. Dickinson presented a Petition for Special Relief, received from Time Warner Cable. A discussion was held. Mr. Dickinson explained that several guests have

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requested to attend future meetings and will present other options available to Township residents regarding cable television service. It was decided the Trustees will discuss the petition from Time Warner Cable at a meeting in the future.

ANNOUNCEMENTS:

The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, June 1, in the Russell Township Fire-Rescue Department.

Recycling events:

Scrap Tire Collection: May 21, 9 a.m. - noon, Russell Recycling Center

E-Waste Collection: June 11, 9 a.m. - noon, Merritt Road, Chardon

Memorial Service: Sunday, May 22, 2011 at Briar Hill, 3 p.m. - 5 p.m.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
95-2011	Fire Truck Bond	\$35,004.00
96-2011	Take down storm damaged tree	\$ 750.00
97-2011	OPWC Loan Principal Payment	\$24,923.54

Bills were approved as presented and drawn for same.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to prepare for negotiations with public employees concerning their compensation, terms and conditions of their employment, pursuant to O.R.C. 121.22 (G) (4). Ms. Port seconded the motion and it passed unanimously. The meeting moved into executive session with Police Chief Carroll at 8:28 p.m.*

Mr. Dickinson made the motion to move into regular session. Ms. Port seconded the motion and it passed unanimously. The meeting moved back into regular session at 9:00 p.m.

Upon the motion of Ms. Port and seconded by Mr. Mueller the meeting adjourned at 9:00 p.m.

Respectfully submitted,

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: Jayne Paullin