

The meeting was called to order at 7:00 p.m. by Chairman James Dickinson. Trustees Greg Studen and Jim Mueller were present. Mr. Dickinson announced that Jayne Paullin was recording notes for the minutes, along with Fiscal Officer Gerri Heck. Mr. Dickinson welcomed guests and department heads Gene Layne and Ric Machnics were present. Also present was Police Chief Tim Carroll.

**MINUTES:** *Mr. Mueller made the motion to approve the minutes of the April 18, 2007 meeting. Mr. Studen seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Mr. Studen made the motion to acknowledge receipt of the April 2007, monthly reports. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT: OPWC, ISSUE II 2008, PROJECTS:** Road Superintendent, Gene Layne, stated that the Geauga County Engineer's Office requests that Russell Township prioritize the two most important road projects that would benefit the Township. OPWC (Ohio Public Works Commission) will then determine who will be recommended for funding from the Ohio Public Works Commission State Capital Improvement Program (Issue Two) funding in Fiscal Year 2008. Mr. Layne noted that he listed County Line Road, from State Route 87 to the Chester Township line and Pekin Road, from Watt Road to the Newbury Township line. Mr. Layne explained that he chose to list County Line Road as the top priority because it is seriously needs to be rebuilt. He said he has met with Don Cunningham, Building Inspector/Service Director of the Village of Hunting Valley to discuss a cooperative effort between the two communities to rebuild the road. Mr. Layne then explained that Russell Township and the Village of Hunting Valley share the road equally, except for a small part where the Village of Hunting Valley owns more of the road. Mr. Layne said that Russell Township is the lead agency requesting funding because Russell is in District 7 and the Village of Hunting Valley is in District 1. Because Russell Township is located in Geauga County, which is in District 7, Russell Township has a better chance of receiving funding. The Village of Hunting Valley is in Cuyahoga County, which is a much larger county. Mr. Layne added that it would be advantageous to widen the road and that the road is very narrow. Mr. Layne said that since two communities are requesting funding for a project on the same road, we stand a good chance of receiving the funds.

Mr. Mueller asked when the Township last received Issue Two funding and Mr. Layne said the Township last received Issue Two funding in 2003.

Mr. Mueller asked if Russell Township would match the funds for the project. Ms. Heck said the Township would pay 30% of the project. Mr. Layne said that Hunting Valley has more responsibility for funding than Russell Township. He added that it is his opinion that since two communities are requesting funding to rebuild County Line Road, there is a good chance that the funding will be granted.

Mr. Layne said that the second priority listed on the form is to resurface Pekin Road from Watt Road to the Newbury Township line. Mr. Layne said that section of Pekin Road is in need of attention and that it would also be advantageous to the Township if funding were received for that project.

Mr. Dickinson read aloud, Mr. Layne's memo, along with the form completed with the requests for County Line Road and Pekin Road. *Mr. Studen moved to approve the following two top priority projects for the Program Year 2008 (Round 22) Ohio Public Works Commission State Capital Improvement Program: top priority: County Line Road, A joint project between Russell Township and the Village of Hunting Valley to cement stabilize, establish proper drainage and resurfacing. Second priority: Resurface Pekin Road, from Watt Road to the Newbury Township line, resurface with curb drainage on hill. Mr. Mueller seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT - ROAD MATERIALS:** The following suppliers submitted bids per advertised specifications:

Boiler slag (Cinders): Arms Trucking with a certified check.

Bulk Road Salt: Morton Salt and North American Salt both had the proper certified check.

#404 Hot Mix: Hohosing, Allied Corporation and Shalersville Asphalt Company, all with the proper bid bond or certified check.

#402 Hot Mix Binder: Hohosing, Allied Corporation and Shalersville Asphalt Company, all had the proper bid bond.

Prices are per attached and incorporated into these minutes as if fully rewritten herein. Mr. Layne took these bids for review to make a recommendation later in the meeting.

**ZONING DEPARTMENT:** Zoning Inspector, Mr. Ric Machnics reported that he attended a workshop, earlier in the day, hosted by Chagrin River Watershed Partners, Inc. Mr. Machnics said this workshop focused on Phase II Stormwater Control, regulations regarding riparian setbacks. He said that during the afternoon, the instructors and attendees traveled around to different locations to further learn about what the workshop was focusing on during the morning hours. He said the workshop was very informative, along with a review of issues that are important to the Zoning Department. Mr. Machnics noted that the Zoning Department has begun to get a bit busier this past month and he is confident that with nicer weather fast approaching, that the "building season" has begun.

**MAINTENANCE DEPARTMENT:** Mr. Dickinson stated that Jack Gallagher, Maintenance Superintendent, has been excused from the meeting because he is on vacation.

Mr. Mueller said that he noticed that the doors on the old Fire Station have been cleaned and he said he feels they look very nice.

**POLICE DEPARTMENT – PURCHASE OF LAP TOP COMPUTERS:** Chief Carroll submitted a proposal for the purchase of five lap top computers, supply cords and software for installation the police vehicles. Chief Carroll explained that lap tops currently installed in the police vehicles were purchased in 1998 and the department has been experiencing difficulties due to the age of the computers. The current lap tops were purchased with Windows95 and were upgrade to Windows98. The Chief explained that the lap tops are now limited in regards to security software upgrades, program upgrades and configuration upgrades. Chief Carroll discovered a vendor, TAC Computer, who proposed the purchase of refurbished Panasonic semi-rugged lap top computers that are 2-years old and were returned from a lease. Chief Carroll explained that the term: "semi-rugged" means the equipment was designed for use in a moving vehicle and extreme temperatures. Chief Carroll stated that originally he planned to request the purchase of three lap top computers for a total price of over \$11,000. Since the discovery of the availability of refurbished lap top computers, Chief Carroll is requesting permission to purchase five lap top computers, with mobile power supply cords and symantec anti-virus software. Chief Carroll explained that these lap top computers are designed to be used in a vehicle and the officers have been pleased with the lap top computers they are currently using, that are also semi-rugged.

Mr. Mueller asked Chief Carroll what the warranty coverage is on the refurbished lap top computers. Chief Carroll said the warranty coverage is thirty days from the date of purchase.

Mr. Dickinson said he was amazed that this newest proposal, is less than half the purchase price of three new lap top computers. Mr. Dickinson asked Chief Carroll if he was confident that these refurbished computers will perform as well as new units. Chief Carroll stated that the Police Department has purchased software from TAC Computer in the past and he feels that TAC Computer will stand by their equipment. Chief Carroll explained that the lap top computers proposed have touch screen technology. The computer mouse attachment is not necessary with the Panasonic lap top computers. He said the refurbished, 2-year old computers do not include a backlit keyboard, which would be convenient in the vehicles, and is offered at this time, if you purchase a new lap top computer. Chief Carroll said that because of the significant savings in purchasing the refurbished equipment, the department would forfeit that option.

Mr. Studen stated that he feels that the specifications and product description look very appealing and

the company, and previously, TAC Computer has been a decent company to do business with. *Mr. Mueller moved to approve the purchase of five lap top computers, five mobile power supply cords and five Symantec anti-virus software packages, for an amount of \$4,700.00, from TAC Computer, that will be used as Mobile Data Terminals in the police vehicles and will replace the lap top computers currently used in the police vehicles, as recommended by the Police Department Chief. Mr. Studen seconded the motion and it passed unanimously.*

**ADMINISTRATION AND FISCAL OFFICER:** Mrs. Heck reported that she is working on the 2008 budget for the Township. She said workshops will be held on May 29, 30 and June 1 to discuss and plan the 2008 budget and the public Budget Hearing is planned to be held during the first regular Board of Trustees meeting in July, 2007. Mr. Dickinson mentioned that the union contract between the Township and Police Department will need to be renewed also.

## **PUBLIC COMMENTS WERE TAKEN**

**DEMOLITION OF RUSSELL SCHOOL:** James Dixon reported that the Township received three bids for the demolition of Russell School. After reviewing the bid packages, calling the bidders' references and speaking to two of the bidders, Mr. Dixon recommended the Township award the bid to Baumann Enterprises, Inc. *Mr. Mueller moved that Russell Township, upon investigation and the recommendation of James Dixon, of The J. Dixon Company, Construction Management firm for the Township, accepts the bid of Bauman Enterprises, Inc. in the amount of \$143,800.00 (one hundred forty three thousand eight hundred dollars) for the Demolition of Russell School project, as described in the Specification for Demolition of Russell School, dated March 20, 2007, based upon the following factors:*

- 1. Evaluation of the bidder's ability to meet the financial requirements of the project.*
- 2. The need and requirement of the Township to complete the project as expeditiously as possible.*
- 3. Evaluations of past performance of the bidders on similar contracts.*
- 4. Bid price.*

*Mr. Studen seconded the motion and it passed unanimously.*

**RESOLUTION OPPOSING OHIO SENATE BILL 117:** Mr. Dickinson read aloud, parts of a notice from Heidi Fought, Director of Governmental Affairs of the Ohio Township Association (OTA). The notice explained that Ohio Senate Bill 117 was introduced in March 2007, regarding a new state-wide cable/video franchise bill that OTA feels will divest local governments of franchising authority. Mr. Dickinson further explained that S.B. 117 will take away the right of Ohio's municipalities and townships to require cable franchise agreements from cable operators and/or telephone companies and this Bill would not only prohibit local governments from negotiating new agreements or extending existing ones; it would permit operators to abandon their existing franchise agreements at any time after the legislation becomes effective. Mr. Dickinson said this would also allow the cable companies to stop providing the public access channels in communities and would prohibit free cable service to public buildings. Mr. Dickinson stated that would have an impact on Russell Township's government access channel 23, as well as on the public school systems in the area and our franchise fee revenues would be dramatically lower. Mr. Studen said this would not only be a financial loss for the Township, he said it would also remove the control the Township currently has over the franchise agreement. *Mr. Mueller moved to approve Resolution 2007-10, Opposing Ohio Senate Bill 117 and supporting the local cable franchising process. Mr. Studen seconded the motion and it passed unanimously.*

**DISCUSSION:** Mr. Mueller said he would like for the Trustees to discuss oil and gas well drilling possibilities. He would like for the Township to get more involved in the process with landowners. Mr. Mueller said he feels there may be a considerable amount of chaos occurring with the oil and gas well drilling. Mr. Mueller said he would like for the Trustees to adopt a master contract for oil and gas well drilling on property. Mr. Dickinson asked Mr. Machnics how many oil and/or gas wells have been drilled in the Township. Mr. Machnics said there are twelve wells. Mr. Dickinson said he encourages all residents to investigate the driller, the process and that any agreement with a driller should be reviewed by a qualified attorney.

**ROAD MATERIALS:** *Mr. Studen made the motion to approve awarding road material bids to the primary and secondary suppliers as recommended by the Road Department Superintendent. Mr. Mueller seconded the motion and it passed unanimously.*

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be Wednesday, May 16, at 7:00 p.m. at the Historic Town Hall. The monthly used motor oil collection will be Saturday, May 5, from 8:00 until 10:00 a.m. at the Township Recycling Center.

**EXECUTIVE SESSION:** *Mr. Mueller made the motion to move into executive session for the purpose of discussing employment and compensation of public employees and collective bargaining compensation with public employees. Mr. Studen seconded the motion and it passed unanimously.*

**PURCHASE ORDERS:** were approved for:

Number	Purpose	Amount
95-2007	Transmission repair on #41	\$ 632.00
96-2007	P.C. Share rollback	\$10,459.84
97-2007	Blast & paint units #66 and #47	\$ 4,800.00
98-2007	Legal ads for Police Station and Russell School demolition	\$ 65.51
99-2007	Goodyear tires, P235/55/4/17 #8122	\$ 383.44
100-2007	Repair to Fire Station heating system	\$ 1,572.91
101-2007	Volunteer Fireman's insurance premium	\$ 982.00
102-2007	Repair station heater	\$ 900.00
103-2007	Clean out north and south bay oil water separators	\$ 3,698.00

Bills were approved as presented and drawn for same.

Upon motion by Mr. Mueller and seconded by Mr. Studen the meeting adjourned at 9:22 p.m.

Respectfully submitted,

James Dickinson, Chairman      Gerri Heck, Fiscal Officer