

RUSSELL FIRE-RESCUE STATION

June 1, 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.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on May 18, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

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

MONTHLY REPORTS: *Mr. Mueller made the motion to accept the April 2011 monthly departmental report from the Fire department. Ms. Port seconded the motion and it passed unanimously.*

FISCAL OFFICER: Ms. Heck is currently working on the Budget. The departmental Budget Workshops will be held next week on Monday, Tuesday, and Thursday. A spreadsheet will be available on Monday for the Trustees to review.

GEAUGA COUNTY HEALTH DISTRICT: Dan Mix, representative of the Geauga County Health District, presented information on the community health assessment. The Health District submitted a request to the Trustees for financial support of \$500.00. The community health assessment will cover all age ranges. It will be conducted in the fall of 2011 and will provide a snapshot of local public health. The purpose of the GCHD is to improve public health, but the district needs to know what the health is. Children from ages 0-11 will be studied through approximately 75 questions that will be mailed to parents. Children in grades 6 - 12 will be interviewed face to face in schools. Adults will be studied through a mailing of approximately 125 questions. Issues such as bullying and social behaviors will also be studied. The community health assessment is a multiple layer study. Identifying public health is one layer. Another layer is assessing the ability of the health workforce to meet the needs of the community. A third layer is determining the priorities that need to be addressed. The cost of the study is approximately \$85,000.00. Funds raised from the private sector equal approximately 55% of the total costs. Nine out of twenty one townships have already contributed. Mr. Mueller is the representative to the Health District Advisory Council. He noted that the amount of funding that can be applied for will double or triple if this community health assessment is performed. Mr. Mueller also pointed out the Health District has not had to tap into the millage as they are allowed to do. He said that \$500.00 is money well spent to support the Health District. The company that conducts the assessment is experienced. They have done the work in more than twenty of the 88 counties. There is a three to five year plan to identify and improve 2 - 3 priorities. *Mr. Mueller made the motion to authorize a contribution of \$500.00 to support the efforts of the Health District to*

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conduct a community health assessment. Ms. Port seconded the motion and it passed unanimously.

COMMUNICATION CONSULTANT: Mr. Patrick Billey presented his background and qualifications in the areas of advertising, marketing, and communications. Mr. Dickinson explained that the Township is interested in investigating improvements to print, website, email, and social media communications in the Township. Mr. Dickinson has concerns with social media in setting policies and determining content. Mr. Billey would like to hear what the Township problems are. He has experience and expertise in marketing and communications. Mr. Billey observed that the outlets for communication are fragmented in the Township. Newspapers do not focus specifically on our community. Their region for news coverage is too big. Newsletters have content creation difficulties. Facebook has 500 users in Novelty. Mr. Billey does not recommend using LinkedIn or Twitter. Mr. Dickinson noted that Russell Township has an aging population. While hardcopy is expensive it is the best outlet for senior citizens. Mr. Billey recommends building up a database from different sources. Mr. Dickinson will put together a packet for Mr. Billey to review. Mr. Dickinson expects that a minimum of 3-4 pages every 3-4 months will need to be gathered and written.

WASTE WATER PROJECT: Mr. Dickinson read aloud a letter dated May 23, 2011 from Mr. Gerard Morgan, Geauga County Department of Water Resources. Mr. Mueller will send an email to Mr. Morgan with his questions about the capacity of the plant. Mr. Mueller stated that he wants to question the allocation of the complete capacity of the Russell Lane Treatment Plant. He wants information on the undeveloped parcels, neighboring parcels of the treatment plant, and local subdivision parcels. Mr. Mueller is interested in the capacity of the plant after all parcels are considered. Mr. Mueller desires to be given the option to use up the remaining 5% capacity of the plant. In 2010, Mr. Dickinson prepared a draft response to the County Commissioners regarding the expansion of the Russell Park Waste Water Treatment District. The Trustees will work on revising the letter.

RESOLUTION OF CONGRATULATIONS: Jaclyn Gleske: *Mr. Mueller made the motion to pass A Resolution of Congratulations to Girl Scout Gold Award Recipient Miss Jaclyn Gleske. Ms. Port seconded the motion and it passed unanimously.*

RESOLUTION OF CONGRATULATIONS: Sarah Zucker: *Ms. Port made the motion to pass A Resolution of Congratulations to Girl Scout Gold Award Recipient Miss Sarah Zucker. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING - NE OHIO PLANNING & ZONING WORKSHOP: *Mr. Mueller made the motion to approve reasonable and necessary expenses up to \$500.00 for up to five people to attend the NE Ohio Planning and Zoning Workshop in Geneva, Ohio on June 24th. Ms. Port seconded the motion and it passed unanimously.*

GSWCD FINANCIAL SUPPORT: *Ms. Port 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*

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*Township's NPDES goals and to Russell Township residents.
Mr. Mueller seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

NOPEC GRANT AGREEMENT: The Trustees have forwarded the NOPEC Grant Agreement to Geauga County Assistant Prosecutor, Sheila Salem. Mr. Leigh Herington, NOPEC Executive Director, sent an email to Ms. Port in response to the article about Russell Township and the NOPEC grant agreement which was published in the Chagrin Valley Times. Mr. Dickinson explained that the Trustees are not mad at NOPEC. However, he stated that the grant agreement contract submitted by NOPEC is negotiable. Ms. Port suggested that the township should not be held to an agreement that is not necessarily the best value for the residents in future years. Questions also arose about the status of NOPEC as a 501(c)(3) organization. Mr. Dickinson would like assurances and the determination letter of charity. The Trustees indicated that any disputes should be heard in Geauga County courts rather than Cuyahoga County courts. Mr. Herington and Mr. Bill Young may attend a future Trustees meeting to discuss the grant agreement. The Trustees will work on drafting a letter to NOPEC.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, June 15th, in the Russell Township Fire-Rescue Station.

PURCHASE ORDERS:

SB70-2011 Stone	\$ 4,000.00
SB71-2011 NE Ohio Planning & Zoning Wrkshop	\$ 500.00
98-2011 50' of 24" Culvert pipe	\$ 882.00
99-2011 3 Canon copiers (4809+2400+2400)	\$ 9,609.00
100-2011 Canon Copier (after 2400 allowance)	\$ 2,409.00
101-2011 Canon copier (after 2400 allowance)	\$ 2,409.00
102-2011 Steel siding for Rd Garage	\$23,000.00
103-2011 Clydesdale Trail culvert	\$ 5,000.00
104-2011 Resurfacing of various roads	\$690,725.00
105-2011 Take down dead trees Hillbrook Cir	\$ 675.00
106-2011 Replace clutch on roadside mower	\$ 4,200.00
107-2011 Geauga SWCD financial support	\$ 2,000.00
108-2011 Finan. Support. Health Assess	\$ 500.00
109-2011 Magloclen yearly dues	\$ 400.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Mr. Dickinson the meeting adjourned at 8:25 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer