

RUSSELL TWP FIRE-RESCUE STATION

JUNE 3, 2009

The meeting was called to order at 7:00 p.m. by Chairman James Dickinson. Trustees James Mueller and Kristina Port were present.

Mr. Dickinson welcomed guests, and department heads Mr. Layne and Mr. Machnics to the meeting. Mr. Gallagher was excused from the meeting due to an injury.

The Pledge of Allegiance was said.

**MINUTES:** *Mr. Mueller made the motion to approve the minutes of the May 20, 2009 meeting as presented. Ms. Port seconded the motion and it passed unanimously.*

**MONTHLY REPORTS:** *Mr. Mueller moved to acknowledge receipt of the May 2009 monthly departmental reports from the Road, Maintenance, Police, and Zoning departments. Ms. Port seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT:** Mr. Layne explained that the County Engineer had asked him to submit project proposals for Round 24 of the Ohio Public Works Commission State Capital Improvement Program. Mr. Layne said that Russell Township received funding in Round 23, so he felt it was unlikely that the township would receive funding this year. Only certain streets qualify for OPWC funding. Subdivision streets do not qualify. Qualifying roads must be through streets that connect state routes or county routes.

Hemlock Road is an example of a qualifying road. Mr. Mueller is eager to meet with Mr. Layne and Mr. Phillips to discuss the switch of the recently repaved Music Street for Hemlock Road which will need paving very soon. Mr. Layne said Hemlock is his top priority for this round of OPWC funding. Mr. Mueller believes a swap of a recently paved road for a road needing paving could save the Township between \$300,000.00 and \$400,000.00. Mr. Layne is to set up the meeting with Mr. Phillips.

Watt Road is Mr. Layne second priority for Round 24. Watt Road currently is a chip and sealed surface that needs to be paved.

Mr. Layne said he had been in touch with the County Engineer about the Dines Road bridge. It is expected to be reconstructed this year. It is not necessary to move Dines Road up in the paving priority list.

*Mr. Mueller moved to approve the following two top priority projects for the Program Year 2010 (Round 24) Ohio Public Works Commission State Capital Improvement Program:*

*Top priority: Hemlock Point Road, Resurface, project limits from Music Street to State Route 87*

*Second Priority: Watt Road, Resurface and replace culverts, project limits from State Route 87 to Fairmount Road*

*Ms. Port seconded the motion and the vote passed unanimously.*

**HACKAMORE WOODS EASEMENT:** Mrs. Leslie Stanforth, a resident of Hackamore Woods, presented a request to the Trustees

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concerning an easement on her property. She provided a copy of a recorded easement from 1978 that stated that Silver Creek Inc, the developers of Hackamore Woods, granted an easement to Russell Township permitting the Township to enter upon and use for fire trucks and to reconstruct, maintain, operate and repair a driveway and all necessary appurtenances within it.

Mrs. Stanforth requested a definitive answer as to who is responsible for the road repair, gully scooping, and the pond erosion. She wants the township to repave the drive, clean out the ditch, and repair pond erosion. In addition, she wants to be reimbursed for the money she has spent in these areas.

The driveway has been plowed by the Township Maintenance Department in the winter to remove snow. This was done to maintain fire truck access to the standpipe near the pond. Mr. Layne stated that no other maintenance has been done by the Township.

The homeowners and neighbors alerted the Trustees to some confusion about the accuracy of the easement location with respect to the property lines and the driveway. The driveway may not be built in the correct location and may be outside of the easement.

Mr. Dickinson explained that the Township having an easement to the property does not allow any other neighbors or residents to access the property. The landowners do not have to allow access to anyone other than the Township.

Fiscal Officer, Gerri Heck, expressed concern that the Township was spending public money on private property. Ms. Heck pointed out that the Township does not appear to have signed any document regarding the easement, and the issue is not addressed in the Township minutes as far as she has found. There is correspondence in the Board of Zoning Appeals files about the easement.

The issue has been forwarded to the County Prosecutor for an opinion on the matter. Mr. Layne will look at the driveway and develop cost estimates of what could be done.

Mr. Mueller explained that it is not good that the drive is not built where it is intended to be. He stated that this problem should be addressed now as opposed to later.

**ZONING DEPARTMENT:** Mr. Machnics explained that he had sent a letter to Mr. Sloe stating that he has until next week to complete fencing or shrub installation on his property. Vehicles that were previously removed from the lot have been returned to the premises. A piece of equipment has not yet been installed and continues to be stored on the property.

**MAINTENANCE DEPARTMENT:** Mr. Gallagher, Maintenance Superintendent, was injured in a home improvement accident and has to be on sick leave for many weeks. His assistant Mr. Vince Gambino has expressed an interest in getting some temporary, seasonal help on an as-needed basis. The assistance would be for landscaping duties such as mowing and

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bush trimming should bad weather cause Mr. Gambino to fall behind. Ms. Heck said that he would like to be given permission to work overtime and to take some of the hours in comp-time. A resident who has volunteered for the Fire-Rescue Department for years and is currently an EMT was suggested as a potential candidate for the job on an as needed basis. A rate of \$10.00 per hour was suggested. Ms. Port stated that the County posts jobs such as this for \$8.25 to \$8.50 an hour. She feels that is a better going rate. Ms. Port suggested that we put in for an employee by advertising and interviewing. *Mr. Mueller moved to authorize Mr. Gambino to hire Mr. Grassi at a rate not to exceed \$10.00 per hour, based on his landscaping experience and skills, for a job on a temporary, as needed basis. Mr. Dickinson seconded the motion. A lengthy discussion was held on this motion. The vote was Mr. Mueller yes, Ms. Port no, Mr. Dickinson no. This motion failed.*

*Mr. Mueller moved to authorize Mr. Gallagher to hire a candidate with landscaping experience and skills at a rate not to exceed ten dollars per hour, for a job on a temporary, as needed basis. Mr. Dickinson seconded the motion. The vote was Mr. Mueller yes, Ms. Port no, Mr. Dickinson yes. The motion passed.*

**COMMENTS WERE TAKEN FROM THE PUBLIC**

**ROAD PAVING PROJECT FINANCING:** Ms. Heck has not yet heard from the agency that offered the Township a zero interest loan. She recommended that Mike Sharb of Squires, Sanders and Dempsey be hired due to time constraints. The Huntington commitment to loan the Township \$700,000 expires on July 15<sup>th</sup>. *Mr. Mueller moved to hire the firm of Squire, Sanders and Dempsey to assist the Township in the preparation and review of legal documents related to the road paving project if necessary, with legal fees not to exceed five thousand dollars. Ms. Port seconded the motion and it passed unanimously.*

**TECHNOLOGY:** Ms. Port reported that ConnectOhio is working on a statewide initiative to assess broadband connectivity county by county. She is involved in helping to identify the need for infrastructure and information technology support. Mr. Dave Davidson is the facilitator. Taxpayers have paid the two million dollar project budget. By June 22, guidelines will be ready to assist with stimulus funding. Two million dollars is said to be available to Geauga County.

Ms. Port is also working with Steve Decatur of Geauga County. She has given him a list of phones, equipment, and IT and broadband information relevant to the Township. Mr. Decatur will make a spreadsheet and plans to identify ways the Township can get a greater return on investment.

**TIME-WARNER:** Mr. Dickinson explained that he had written a letter to Time-Warner indicating a desire to have the fiber-optic cable extended to the new Township buildings. Since that letter was written it has come to the Trustees' attention that the original contract had been amended and initialed by the Township Trustees in 2000. The contract was

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changed from a 15 year contract to a 10 year contract. The Township could potentially lose the franchise fee of over forty thousand dollars that it receives from Time-Warner. *Mr. Mueller moved to authorize the hiring of the law firm of Walter and Haverfield to represent the Township in negotiations with Time-Warner over terms of the July 22, 1999 contract including but not limited to obtaining fiber optic cable, for an amount not to exceed two thousand five hundred dollars. Ms. Port seconded the motion and it passed unanimously.*

**WASTE WATER SEWER PROJECT:** Based on the comments received from Rebecca Schlag and Kristina Port, Mr. Dickinson has revised the letter to landowners involved in the new sewer project. Mr. Dickinson would like the Trustees to review the letter so that it may be mailed to interested parties as soon as possible.

**SINGLE WASTE HAULER:** Mr. Mueller would like to schedule approximately 45 minutes of time at the next Trustees meeting to go over details of the single waste hauler project. A light agenda will be arranged for the next meeting to accommodate this discussion.

**OPWC BALLOT:** This issue will be tabled until the next meeting to allow the Trustees to review the ballot.

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 7 p.m., Wednesday, June 17, 2009 in the Russell Township Fire-Rescue Department.

Oil recycling for July will be held on Saturday, July 11<sup>th</sup> due to the July 4<sup>th</sup> holiday.

**PURCHASE ORDERS:** were approved for:

Number	Purpose	Amount
104-2009	Ford Super-duty F-450 truck	\$24,720.00
105-2009	Tugby Z-Speck Dump Body Pkg	9,289.00
106-2009	Vol. Fire Accid./Health Policy	1,664.00
107-2009	Reimb. Paramedic Tuition/Books	3,680.00
108-2009	Replace hydraulic pump, roller	2,725.00
109-2009	Fire/Ems reporting software	1,260.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

James Dickinson  
Chairman  
Board of Trustees

Melissa Palmer  
Administrative Secretary