

RUSSELL TOWN HALL

JULY 9, 2007

The meeting was called to order at 7:02 p.m. by Chairman James Dickinson. Trustees Jim Mueller and Greg Studen 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 Chief John Frazier, Gene Layne, Jack Gallagher and Ric Machnics.

MINUTES: *Mr. Dickinson made the motion to approve the minutes of the June 20, 2007 meeting, as presented. Mr. Mueller seconded the motion. The vote was Studen abstain, Mueller yes, and Dickinson yes.*

MINUTES: *Mr. Mueller made the motion to approve the minutes of the June 26, 2007 meeting, as presented. Mr. Studen seconded the motion and it passed unanimously.*

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

FIRE-RESCUE DEPARTMENT - OPENING OF BIDS FOR VEHICLE EXHAUST SYSTEM: Two bids were received and opened for the vehicle exhaust system for the Fire-Rescue Department. Chief Frazier reviewed the bids and said the lowest bid did not meet all the specifications. However, he suggested accepting the lowest bid because a functional vehicle exhaust system will be provided. *Mr. Mueller moved to award the bid for the emergency vehicle exhaust system for the Fire-Rescue Station to MagneGrip, in the amount of \$41,350.00, as recommended by the Fire Chief. Mr. Studen seconded the motion and it passed unanimously.*

ROAD DEPARTMENT - OUTFITTING OF TRUCK: Road Superintendent, Gene Layne, presented a proposal from Concord Road Equipment Manufacturing, Inc., for the outfitting of the most recently purchased Sterling truck chassis. The Concord Company has the Ohio Department of Administrative Service State Term Schedule Contract and this company has outfitted many Township trucks in the past. Mr. Dickinson asked what was included in outfitting a truck. Mr. Layne said the major items included in outfitting a truck for the Road Department are: the dump body, the plow, the hydraulic system, the spreader and strobe lighting. He said that when the truck is returned to the Road Department, it is ready to operate on the road and it will replace a truck currently in use. *Mr. Studen moved to approve the specifications and estimate for the outfitting of the new Sterling truck, to Concord Road Equipment Manufacturing, Inc., as per the Ohio Department of Administrative Service State Term Schedule contract, in the amount of \$54,214.43, as recommended by the Road Superintendent. Mr. Mueller seconded the motion and it passed unanimously.*

ROAD DEPARTMENT - VACATION OF LAUREL LANE, TR 514: Mr. Dickinson read a letter from Michael Stone, of the Geauga County Engineer's office. The letter explained that the Geauga County Engineer's office received a request from William Prior, a resident at the end of Laurel Lane, to vacate the road. Mr. Layne said the Township has never

RUSSELL TOWN HALL

JULY 9, 2007

maintained Laurel Lane, and has not received any monetary compensation. Mr. Stone's letter said the Ohio Department of Transportation shows Laurel Lane as a dedicated road, but Russell Township does not maintain any mileage of the road and Laurel Lane is not used to calculate auto registration funds received by the Township. The Geauga County Engineer's office suggested the Township Trustees begin vacation proceedings under Section 5553.045 of the Ohio Revised Code. Steve Gretjens, a resident who resides on Hemlock Point Road, was present and asked what access, if any, he would have to Laurel Lane if it was vacated. Mr. Gretjens said he is concerned that he may need access to Laurel Lane in the future. Mr. Mueller asked Mr. Layne if the Township ever maintained Laurel Lane. Mr. Layne said the Township has never maintained Laurel Lane, and added that it is not a cul-de-sac. Mr. Mueller advised Mr. Gretjens to speak with an attorney regarding the exact rules in a situation such as this. Mr. Machnics mentioned that there may be zoning ramifications if abandonment of the road takes place. Mr. Dickinson asked Mr. Machnics to investigate. Mr. Dickinson said the Trustees would table this matter and it will be on the agenda for the next Trustees' meeting. Mr. Dickinson said the questions and information presented tonight would be sent to the Geauga County Prosecutor's office for review and opinion. Mr. Dickinson then asked Mr. Gretjens to contact the Trustees with any information he discovers.

ROAD DEPARTMENT - RENEWAL LEVY: Mrs. Heck presented Resolution Number 2007-14, sent from the Geauga County Auditor's office regarding the Road Department Renewal Levy. Mrs. Heck said this resolution will be sent to the Geauga County Board of Elections to finalize the Township's request to place a renewal levy on the ballot during the next election. *Mr. Studen moved to adopt Resolution 2007-14: A Resolution Declaring It Necessary to levy A Tax in Excess of the Ten Mill Limitation for a renewal 1.8 mills levy for the purpose of the general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in the township. Mr. Mueller seconded the motion and it passed unanimously.*

PUBLIC HEARING - 2008 BUDGET: *Mr. Studen moved to open the public hearing on the proposed budget for 2008. Mr. Mueller seconded the motion and it passed unanimously.* The public hearing opened at 7:13 p.m. Mrs. Heck explained that the Trustees and Fiscal Officer held budget workshop meetings with each department head and the paperwork presented during this hearing will finalize the Township budget and will be sent to the Geauga County Auditor for review. She said the Township's public hearing with the Geauga County Auditor will be held August 9, 2007, at 3:00 p.m., at the Auditor's office. Mr. Dickinson took comments and questions from the attending public. The public hearing was closed at 7:15 p.m. *Mr. Studen moved to approve the budget for the year 2008 as presented by the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

MAINTENANCE DEPARTMENT: Mr. Gallagher reported that with the hot weather, he has scheduled the washing of the outside of the Township buildings this week.

RUSSELL TOWN HALL

JULY 9, 2007

BP STATION: Mr. Gallagher said the demolition of the BP Station will begin on Tuesday, July 10, 2007. A discussion was held regarding landscaping of the BP property and it was decided that Mr. Gallagher will obtain estimates for landscaping and paving of the BP parking lot, with the ultimate plan for a parking lot to accommodate parking for a ride-sharing program. Mr. Dickinson said he contacted NOACA (Northeast Ohio Areawide Coordinating Agency) and obtained information regarding the OhioRIDESHARE program and the link has been added to the Township web site. He said NOACA will arrange ride sharing and if the Township designates a parking area for motorists to park, NOACA will refer commuters to the designated parking area for car-pooling. Mr. Dickinson suggested that the Township make the BP lot a parking lot on a trial basis. If the parking lot does not turn out to be advantageous, then the Township can turn the entire BP lot into a park. Mr. Machnics suggested the parking lot be designed as a parking lot with green space. Mr. Mueller suggested that in order to have ample landscaping, that the lot should have parking for only ten to fifteen cars.

FISCAL OFFICER - APPROVAL OF SEMINAR ATTENDANCE: Fiscal Officer, Gerri Heck, requested permission to attend the Ohio Township Association summer conference in Beachwood, Ohio next month. *Mr. Mueller moved to approve reasonable and necessary expenses for Fiscal Officer and the Assistant to the Fiscal Officer to attend OTA summer conference in Beachwood, Ohio. Mr. Studen seconded the motion and it passed unanimously.*

ADMINISTRATION - Mrs. Heck reported that the Township has received a few calls from residents regarding property with a vacant house within the Township. The residents voiced concerns about neglect of the house and property. Mrs. Heck contacted the Assistant County Prosecutor and was advised that Township Officials and employees are unable to enter private property. Mr. Mueller suggested a letter be sent, from either the Zoning Inspector or the Board of Trustees, to inform the responsible party of the condition of the property and request that the property be maintained. He suggested the letter be addressed to the party Geauga County has listed for tax purposes.

STEVE GRETJENS: Mr. Gretjens, a resident, explained that he and his partner are investigating the Shell station property for possible rent or lease for a business venture. He explained that they have found out the station property would need either a new septic system or tie in to a public sewer system. Mr. Dickinson asked if the station would be leased from True North? Mr. Gretjens said the station would be leased from private property owners. Mr. Gretjens said he and his partner would like to remove the service area and open a convenience store. Mr. Dickinson asked Mr. Gretjens if he had investigated the Township's zoning laws and Mr. Gretjens said he has met with Mr. Machnics and the laws were discussed. Mr. Gretjens explained that the business he and his partner are considering would not involve any food preparation on site. Mr. Gretjens said he came to the meeting to inquire about the possibility of a sewer system being installed to serve the Shell station property.

RUSSELL TOWN HALL

JULY 9, 2007

RESOLUTION OF APPRECIATION - RUSSELL CIVIC CLUB: Mr. Dickinson read a Resolution of Appreciation to the Russell Civic Club and explained that after fifty years, the Civic Club has decided to disband and Mr. Dickinson said he is sorry and feels the Club will be sorely missed. Trustees Studen and Mueller, and Fiscal Officer, Mrs. Heck all agreed that the Civic Club served the community well over the past years. *Mr. Studen moved to approve a Resolution of Appreciation to the Russell Civic Club for the club's fifty years of dedicated membership and contributions to the community. Mr. Mueller seconded the motion and it passed unanimously.*

BRICKS FROM RUSSELL SCHOOL: Mr. Studen said the demolition contractor, Baumann Enterprises, Inc., has set aside five-hundred bricks from Russell School and Mr. Studen suggested the bricks be donated to the Russell Historical Society. Mrs. Heck said the Historical Society is in the process of discussing plans for disbursal of the bricks. *Mr. Mueller moved to approve the donation of five-hundred bricks, from the Russell School site, to the Russell Historical Society. Mr. Studen seconded the motion and it passed unanimously.*

RIVENDELL SUBDIVISION RESTORATION PLAN: Mr. Dickinson explained the history of the development of the Rivendell Subdivision and said that during the Russell Township Board of Zoning Appeals meeting on June 25, 2007, a plan based on suggestions from the Chagrin River Watershed Partners was reviewed by the Board and Mr. Dickinson. Mr. Dickinson said he told the members of the Board of Zoning Appeals that on behalf of the Trustees, the plan was acceptable for the restoration of the Rivendell Subdivision. Mr. Dickinson asked the Trustees their opinion. Mr. Mueller said he approved of the plan and complimented Mr. Dickinson on his efforts, the efforts of the members of the Board of Zoning Appeals, and the efforts of the representatives of the Chagrin River Watershed Partners. Mr. Studen said he agreed with the plan presented by Chagrin River Watershed Partners. He thanked Mr. Dickinson and said he appreciated the efforts of all the people involved in preparing this plan. Mr. Dickinson said he was pleased with the efforts of the staff of the Chagrin River Watershed Partners. *Mr. Studen moved to accept "Chagrin River Watershed Partners Recommendations to the Russell Township Board of Zoning Appeals for Rivendell Subdivision Restoration Plan for the Area Behind Sublots 11 and 12", dated June 25, 2007. Mr. Mueller seconded the motion and it passed unanimously.*

RUSSELL TOWNSHIP 208 PLAN - SEWAGE TREATMENT ON TOWNSHIP

PROPERTY: Mr. Studen explained there are several properties not included in Resolution Number 2007-6, dated February 21, 2007, in support of 208 plan amendment. Mr. Studen proposed that nine parcels be included in the 208 Plan and make a sewer connection available to those properties, in the future, if necessary. Geauga County Water Resources Department is recommending the parcels be included in the 208 Plan at this time, recognizing that if the properties have any sewage disposal problems with their current system(s), sewer tie-in will be available for the property owner(s) to tie into. He explained that these properties are too small to accommodate an on-site septic disposal system. *Mr. Studen*

RUSSELL TOWN HALL

JULY 9, 2007

moved to approve Resolution Number 2007-15, a Resolution to amend Resolution 2007-06, In support of 208 plan amendment. The vote was Studen yes, Mueller yes and Dickinson no.

ANNOUNCEMENTS: The next regular Trustees' meeting is scheduled for Wednesday, July 25, 2007 at 7:00 p.m.

EXECUTIVE SESSION: *Mr. Studen made and Mr. Mueller seconded the motion to move into executive session for the purpose of discussing collective bargaining strategy and compensation of public employees. The motion passed unanimously. The meeting moved into executive session at 9:04 p.m. Mr. Mueller made and Mr. Studen seconded a motion to move out of executive session. The meeting reconvened into regular session at 9:25 p.m.*

COMPENSATION: Mr. Studen made the motion to award pay increases for the Police Department personnel as follows:

Officers:	Fulltime	Part time
0 YRS. EXP.	\$46,000 per year	\$15.00 per hr.
6 MOS. EXP.	\$48,000 per year	\$16.00 per hr.
1 YRS. EXP.	\$50,000 per year	\$17.00 per hr.
2 YRS. EXP.	\$54,000 per year	\$18.00 per hr.
3 YRS. EXP.	\$57,000 per year	\$19.00 per hr.

These increases will be effective July 1, 2007.

Effective July 1, 2008 a 3% increase on the 2007 rate for full time and part time officers' positions.

Effective July 1, 2009 a 3% increase on the 2008 rate for full time and part time officers' positions.

Sergeants

July 1, 2007	\$62,500 per year
July 1, 2008	\$64,890 per year
July 1, 2009	\$67,352 per year

Chief

July 1, 2007	\$74,000 per yr.
--------------	------------------

Mr. Mueller seconded the motion and it passed unanimously.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
139-2007	Welder and supplies - replaces PO 123-07	\$ 714.56
140-2007	Freedom series LED Lightbar for 4389	\$ 2,025.88
141-2007	Dell computer systems	\$ 19,996.25
142-2007	Upgrade computer warranty from 3 to 4 years for workstation	\$ 1,250.00
143-2007	Federal & State employment posters	\$ 251.80
144-2007	Hazmat Response Team membership fee	\$ 3,500.00
145-2007	Cert back packs w/equipment; wide area search back packs; cert vests etc.	\$ 2,303.45
146-2007	Construction of Police Station	\$1,453,400.00

TOWNSHIP TRUSTEES

REGULAR

RUSSELL TOWN HALL

JULY 9, 2007

147-2007	Boundary survey at BP Station	\$ 1,500.00
148-2007	Septic tank abandonment	\$ 1,000.00
149-2007	Clean septic @ former BP Station	\$ 500.00
150-2007	Stop sticks: 3 units/1 training Unit w/4 ex. training sticks	\$ 1,641.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Mr. Studen the meeting was adjourned at 9:35 p.m.

Respectfully submitted,

James Dickinson, Chairman

Gerri Heck, Fiscal Officer