

RUSSELL FIRE-RESCUE STATION

SEPTEMBER 15, 2010

Chairman James Mueller called the meeting to order at 7:00 p.m. Vice-Chairman James Dickinson was absent due to a personal obligation. Trustee Kristina Port was present. Mr. Mueller welcomed guests, and department heads Chief Carroll and Chief Frazier.

The Pledge was said.

MEETING MINUTES: *Ms. Port made the motion to accept the minutes of the regular meeting held on September 1, 2010, as presented. Mr. Mueller seconded the motion and it passed.*

MEETING MINUTES: Ms. Heck requested that the acceptance of the minutes for the September 4, 2010 special meeting be tabled until the next meeting. There was no objection.

MONTHLY REPORTS: *Ms. Port made the motion to acknowledge receipt of the August 2010, monthly departmental reports from the Fire and Maintenance Departments. Mr. Mueller seconded the motion and it passed.*

MONTHLY REPORTS: *Ms. Port moved to accept the August, 2010, monthly departmental reports from the Police, Road and Zoning Departments. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier reported on the progress being made on the Hackamore Woods easement. Chief Frazier checked the sewer maps. He found that the sewer lid sits in the middle of the driveway, but the sewer won't hinder the proposed easement plan. He will contact Mr. Miller to discuss the easement again. The current easement plan solves both the Miller and Stanforth problems.

POLICE DEPARTMENT: Chief Carroll requested that ODOT District 12 conduct the traffic survey and crash analysis for the SR 306 and Music Street intersection area. The survey should be conducted in mid-September. Chief Carroll expects to hear the results within a couple of months.

The Police Department participated in the Click-It-Or-Ticket campaign and also in the Over the Limit - Under Arrest campaign. The Department won a breath tester valued at \$300.00.

FISCAL OFFICER: INSURANCE: Mrs. Heck explained that it was time to review the insurance and that she had three proposals from different vendors. The three vendors all were in the audience and made presentations on their proposals. After the presentations, Mr. Mueller deferred further discussion as he wanted Mr. Dickinson to be involved in the decision. A Special Meeting will be held on Wednesday, September 22nd to discuss insurance further. The insurance representatives were invited to be present at the Special Meeting.

FISCAL OFFICER: PEKIN RD INVOICE: Mrs. Heck explained that the previous concerns about the Pekin Road invoice had all been clarified. Russell Township pays Newbury's share and then bills Newbury. Newbury then pays Russell Township. Previously there was a misunderstanding due to differences between the original bid proposal and a proposal for a

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separate job. Mr. Layne spoke with the County Engineer's Office and with Ronyak Paving. Gene Layne and Gerri Heck are now in agreement with the County Engineer's Office that this Pekin Road invoice may be paid. *Ms. Port made the motion to authorize Mr. James Dickinson to sign off on the purchase order for the Pekin Road Project. Mr. Mueller seconded the motion and it passed.*

COMMENTS WERE TAKEN FROM THE PUBLIC

BUS GARAGE: Ms. Port inquired about the status of the WG Board of Education's efforts to relocate from the Bus Garage owned by Russell Township. She said that there is a letter from Mr. Dickinson to Dr. Podojil, former Superintendent of West Geauga, and a letter more recently from Mr. Mueller to Dr. Podojil. Ms. Port said that she spoke with Michael Kilroy, a member of the Board of Education. The Board of Education agreed to share in the cost of the environmental study. The Board of Education did not agree to pay the whole cost. The Township offer went from sharing the costs equally to the West Geauga Board of Education paying the full costs of the environmental study and being granted the extension of lease to December 31, 2010. No response was received to Mr. Mueller's letter dated June 23, 2010. Mr. Mueller explained that several sequential Phase One environmental studies have been performed over the years. A Phase One costs approximately \$1,500.00. Mr. Mueller expects that a new Phase One will come back clean unless the previous Phase Ones were just wrong. Mr. Mueller says the School Board should pay for the Phase One and for the future protection that it provides primarily to their side. Ms. Port agreed that the Board of Education should pay for the Phase One as it is to their benefit. She suggested that if there is a need for a Phase Two then the Township and the School Board could share the expense. Mr. Mueller disagreed saying that a Phase Two means there is something wrong. It is expensive and involves sampling and testing of water and soil. Mr. Mueller stated that there is no question that remediation should be paid for by the Board of Education. Ms. Port said that the project is estimated to be six weeks behind schedule though the Project Manager's calendar still shows a November 16th completion date. The concrete has just been poured. No structure is up yet. Mrs. Heck and Ms. Port discussed the storage tank, trailer, and contents of the garage that need to be removed by the Board of Education. Chief Carroll reminded the Trustees that the Bus Garage is still on the Police Department well. The well needs to be sealed. *Ms. Port made the motion to accept the terms of the letter last submitted on June 23rd, 2010 that says that West Geauga will pay for the entire Phase One environmental analysis which is to be done upon vacation of the premises, to extend the lease deadline for West Geauga Board of Education to December 31, 2010, and to require a total vacation of the premises including clearing everything down to the bare walls. Mr. Mueller seconded the motion and it passed.*

DEPARTMENT HEAD MEETING SCHEDULE: Kristina Port previously suggested that the Trustees consider a schedule change for meeting attendance by the department heads. Her concern is that the Trustees accept reports without being able to ask questions. She suggested that the department heads come to

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the second meeting of the month. Mr. Mueller indicated that if all of the department heads attended only the second meeting of the month, then the first meeting would be superfluous and the second meeting would be very long. Ms. Port said the cost to the Township would be the same and there would be more cohesiveness with all the employees hearing the same message on the same day. Presentations and speakers could be scheduled for the first meeting of the month. Ms. Port explained that one half of the departmental reports accepted by the Trustees do not have representation at the meeting. She would like to review the departmental reports at the second monthly meeting and then dismiss the department heads. Chief Carroll has no problem with Trustees contacting him outside of a meeting to get their questions answered. Mr. Mueller chose to table the issue until Mr. Dickinson could be involved in the discussion.

BOARD OF TRUSTEE GOALS FOR 2011: Mr. Mueller chose to table the discussion of the 2011 Goals until Mr. Dickinson could be involved in the discussion.

WEST GEAUGA COMMONS FACILITY: Mr. Walt Waetgen and Mr. Ed Curtis, Trustee appointed representatives from Russell to the West Geauga Recreation Council, attended the meeting. They described the sanitary facilities at The Commons that have been the subject of several resident complaints. Mr. Waetgen explained that the cement pit latrines were 28 years old. There was a serious problem with them that was fixed promptly within six days. The Rec Council has one and one half year old plans to install a new sanitary facility at The Commons. They have received a Federal grant for \$28,000 for the project. The Rec Council needs money to put into an account in order to receive the grant money. The project is estimated to be a \$35,000.00 job. Mr. Waetgen explained that the Rec Council has \$22,000.00 in the budget. The Rec Council can't progress on the project until it can show all \$35,000.00. Mr. Mueller asked Mr. Waetgen and Mr. Curtis to contact Fiscal Officer Gerri Heck about financing the project. The gentlemen were thanked for their many years of service and dedication to the Rec Council.

ZONING COMMISSION RESIGNATION: *Ms. Port moved to accept with regret the resignation of Ms. Wendy Bruzas from the Zoning Commission, effective September 30, 2010. Mr. Mueller seconded the motion and it passed.*

ATTORNEY FOR BZA VARIANCE REQUEST: *Ms. Port moved to hire Kenneth J. Fisher Co., LPA to represent the Township in the Board of Zoning Appeals request by Peter Rogers. Mr. Mueller seconded the motion and it passed. At a previous meeting the Trustees approved an amount of \$3,000.00 to be spent on legal representation for this variance appeal. Ms. Heck stated that the hourly rates for legal representation should be identified in the motion. Ms. Port said this was not done in the recent past.*

ENERGY UPDATE: Ms. Port explained that in her opinion the best option for gas was a variable rate. She mentioned the electricity surcharge and the incremental efficiency standards that are in place until 2025 when a 22.2% reduction should be met.

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ANNOUNCEMENTS: A Special Meeting to discuss the insurance proposals, department head meeting schedule, and goals for 2011, will be held at 7 p.m. on September 22, 2010.

The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, October 6, in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
144-2010	Tickets	\$595.00

Bills were approved as presented and drawn for same.

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

Respectfully submitted,

James Mueller, Chairman

Gerri Heck, Fiscal Officer