

RUSSELL FIRE-RESCUE STATION

SEPTEMBER 19, 2012

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees Jim Mueller and Justin Madden were present. Department Heads Jack Gallagher and Gene Layne were present.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on September 5, 2012, as presented. Mr. Madden seconded the motion and it passed unanimously.*

MONTHLY REPORTS: Mr. Dickinson suggested that in this era of smart phones and texting perhaps the communications and reporting that goes on between the Trustees and the department heads should be reexamined. In the past department heads have submitted monthly reports on the activities and associated statistics in their departments. The Trustees encourage the department heads to notify them promptly by text, phone, or email if there is an urgent issue to communicate. In addition, for the fourth quarter of 2012, the department heads are requested to submit a quarterly report by the first meeting in January 2013 instead of monthly reports. In the future, quarterly reports will be due at the first Board of Trustee meetings in April, July, October, and January. Mr. Dickinson will prepare a memo to the department heads explaining this change and identifying the best ways to contact the Trustees and Fiscal Officer. *Mr. Madden made the motion to accept the August 2012 monthly departmental reports from the Fire, Police, Maintenance, Road, and Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING INSPECTOR'S MEETING: *Mr. Mueller made the motion to approve \$150.00 for the purchase of a light supper for the attendees to the Geauga County Zoning Inspector's Meeting to be hosted by Russell Township. Mr. Madden seconded the motion and it passed unanimously.*

ROAD DEPARTMENT: Mr. Layne reported that the Township's salt building is fully stocked. He expects information on the 2013 salt contract soon. Mr. Mueller stated that in the 6 years that he has been a Trustee the Township has come a long way toward having the roads paved.

MAINTENANCE DEPARTMENT: Mr. Gallagher is working on replacing the lights in the Township Administration Building. LED lights will be more energy efficient. Mr. Gallagher is also looking into thermostat changes in the Administration Building. A meeting has been scheduled with the contractor to discuss repairs to the Fire-Rescue Department furnace.

OTARMA INSURANCE: Jim deLuca, Ohio Township Association Risk Management Authority, presented a proposal for liability insurance. The policy offers six million dollars of coverage per occurrence. The deductible offered is \$500.00 but Mr. Dickinson and Mr. Madden suggested increasing the deductible. Mr. deLuca will check the Township's loss history and offer proposals with deductible options of \$1,000.00 and \$5,000.00. The policy does not have new exclusions since last year. An increased cost of approximately \$800.00 was noted. Mr. deLuca explained that OTARMA is going to offer grants in the future to cover Fire Department trainings and Police Department use of Lexipol. Coverage is continuous so the Trustees may review the deductible options that Mr deLuca

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will provide without losing property insurance coverage on October 1st.

BOND REFUNDING: Mr. Dickinson was interested in the language on the resolution provided for the advanced bond refunding. He wants to be sure that refunding "certain" bonds is correct. Mrs. Heck said she would check on that language in the resolution. *Mr. Mueller moved to approve Resolution 2012-08, a Resolution providing for the issuance and sale of bonds in the maximum principal amount of \$1,420,000 for the purpose of refunding at a lower interest cost certain of the Township's outstanding Fire Station Construction Bonds, Series 2002. Mr. Madden seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC

TRUSTEE GOALS 2013: Mr. Madden suggested that the Trustees add reducing paper waste and reducing storm water runoff on Township properties to the 2013 Trustee Goals. Mrs. Heck will distribute copies of the personnel policy draft created by Clemans-Nelson. She has a meeting to discuss the job descriptions next week. Mr. Madden reported that the WRIS website project is coming along. A mockup of the homepage was received. After the homepage design is approved then lower level pages will be created. When the pages are created then content will be created and loaded onto the pages.

CRWP QUARTERLY MEETING: Mr. Madden reported that at the quarterly meeting of the Chagrin River Watershed Partners, Mr. Greg Studen offered a thorough summary of Russell Township Zoning Commission's recent Fracking Forum. Mr. Dickinson attended the forum and now has less concern about the drilling damage. He is still concerned about damage to roads from heavy trucks hauling brine and from mud on roads. While local communities get an economic benefit of area jobs, the communities bear the environmental risks and suffer the potential damages. Mr. Madden suggested that if something goes wrong the gas company and driller insurance coverage would be an illusion. There is one aquifer in Russell Township. The burden would be on local residents to prove the cause of aquifer damage, and none of us has the resources to fight the oil companies. Mr. Mueller suggested creating a pool of money as an insurance fund.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7 p.m., Wednesday, October 3rd in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
138-2012	Guardrail repairs	\$ 2,787.00
139-2012	NOPEC Energy Grant Projects	10,000.00
140-2012	Repair #4388	1,264.00
141-2012	Road Paving Change Orders	375.78
142-2012	Water & Cooler Charge	54.50
143-2012	Water/Cooler chg, remainder 2012	210.00
144-2012	Cruiser Repair	475.00
145-2012	Emergency 911 decal, 2007	51.00

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146-2012 Contract, Land Use Guide Survey	22,084.00
147-2012 Pager Service, remainder 2012	100.00
148-2012 Service Heating Units	1,200.00
149-2012 Spruce trees, bet Recyc & Admin	3,880.00
150-2012 Low Profile heater/thermostat	283.12
151-2012 Clean office carpet & furniture	1,250.00

Bills were approved as presented and drawn for same.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to consider compensation of a public employee pursuant to O.R.C. 121.22(G)(1). Mr. Madden seconded the motion and it passed unanimously.*

The meeting moved into executive session at 8:06 p.m. Mr. Mueller made the motion to return to regular session. Mr. Madden seconded the motion and it passed unanimously.

The meeting moved into regular session at 8:20 p.m.

Mr. Mueller made the motion to adjourn. Mr. Madden seconded the motion and it passed unanimously. The meeting adjourned at 8:20 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer