

RUSSELL TWP FIRE-RESCUE STATION

October 7, 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. Ric Machnics, Mr. Jack Gallagher, and Mr. Gene Layne to the meeting.

The Pledge of Allegiance was said.

MINUTES: *Mr. Mueller made the motion to approve the minutes of the September 16, 2009 Regular Trustee's meeting as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port moved to accept the August 2009 monthly departmental reports from the Fire department. Mr. Mueller seconded the motion and it passed unanimously.*

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

CURBSIDE COLLECTION: Mr. Gallagher reports that the curbside collection is going well. There have been a few phone calls with questions.

ELECTRONICS COLLECTION: Mr. Gallagher reports that he has arranged for an electronics collection for residents of the Township. It will be held one time a month at the Recycling Center on a Saturday morning. It would be on the same schedule as the Used Motor Oil Recycling, but would continue through the winter months. Laptops, desktop computers, printers, cable boxes, backup power supplies will be accepted at the recycling events. Monitors and televisions will not be accepted. December and January is said to be the busiest time for electronics recycling. The company providing this service has a "no landfill policy". They will provide certification of recycling and destruction. This company is also used by the Geauga-Trumbull Solid Waste Management District.

DOCUMENT SHREDDING: Mr. Gallagher has also looked into document shredding services for Township residents. He estimates that the event would cost \$125.00 per hour. There is a three to four hour minimum for scheduling the event. He suggests having the document shredding two times per year. The company Mr. Gallagher is interested in is booked through the first week of November. The Shredding Network will provide an environmental statistic sheet. Residents may bring up to five boxes or bags of papers to the event. *Mr. Mueller made the motion to enter into an agreement with Shredding Network for shredding services and to approve up to \$1,000.00 for the year. Ms. Port seconded the motion and it passed unanimously.*

ROAD PROJECTS: Mr. Layne reported that the Cement Stabilization Project is completed. Kokosing will start the other road project next week. Weather conditions last week

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set them slightly behind schedule.

OPWC LOAN APPLICATION: RESOLUTION 2009-22: *Ms. Port moved to approve Resolution 2009-22: A Resolution of Convenience and Necessity for the Improvement of Various Roads in Russell Township. Mr. Mueller seconded the motion and it passed unanimously*

OPWC LOAN APPLICATION: CERTIFYING REPRESENTATIVE: *Mr. Mueller moved to authorize Ms. Kristina Port to serve as the Chief Executive Officer and Certifying Representative to apply for Ohio Public Works Commission State Capital Improvement Program (SCIP) or Local Transportation Improvement Program (LTIP) funding to help finance the proposed project entitled Township Resurfacing - Various Roads. Mr. Dickinson seconded the motion and it passed unanimously.*

NEW LOADER: *Mr. Layne reported that the Road Department is using a 19 year old loader that is suffering from salt corrosion, age, and needs new tires. Mr. Layne is uncomfortable relying on this machine. His department has tried out some new loaders and has found the Komatsu to be superior. Parts are no longer stocked for the 19 year old machine. The loader is used to load salt trucks and moves materials in paving jobs. Ms. Port questioned the purchase of an AM/FM radio for \$901.00. Mr. Layne explained that having weather and music available is important for the employees who are up at all hours of the day and night. The new loader has a two week delivery time frame. Mr. Mueller made the motion to approve the purchase of a Komatsu WA250 loader from Columbus Equipment Company on State of Ohio bid for an amount of \$84,977.00 as recommended by the Road Superintendent. Ms. Port seconded the motion and it passed unanimously.*

ROAD EXCHANGE AGREEMENT: *Geauga County and Russell Township has officially exchanged the maintenance responsibilities for parts of Music Street and Hemlock Point Road. Mr. Layne reports that the County signed off on the agreement.*

COY LANE: *Mr. Dickinson was in touch with Mayor Brick of Chagrin Falls about the Coy Lane snow plowing issue. Mr. Snedeker, Chagrin Falls Street Department Superintendent, does not have a road that he wants to exchange for Coy Lane. A monetary exchange is being considered by Chagrin Falls.*

ZONING DEPARTMENT: *Mr. Machnics reported that he has a court date with Mr. Sloe on Friday. Mr. Machnics has recently been in touch with Mr. Sloe regarding the unlicensed vehicles outside on his property, the car wash unit, and the sale or leasing of vehicles. There has been an effort by Mr. Sloe but Mr. Machnics said that the effort is inadequate. Sheila Salem will try to contact Mr. Sloe. She is familiar with the case. Mr. Machnics reported that the paint booth is still on the property. Mr. Sloe asked for a permit for it. Mr. Machnics said from the beginning that he would reject it. Ms. Port asked if it can be removed and have the electric inspected. Mr. Machnics explained that body work is not allowed with the conditional use permit. The Fire Department*

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made an inspection. They have issue with it due to the EPA requirements about exhausting paint fumes to the environment.

PLANNING & ZONING WORKSHOP: *Mr. Mueller made the motion to approve reasonable and necessary expenses for up to four members of the Zoning Commission and Board of Zoning Appeals to attend the 2009 Planning and Zoning Workshop, sponsored by the American Planning Association, in Westlake, on November 13, 2009. Ms. Port seconded the motion and it passed unanimously.*

GEAUGA COUNTY BOARD OF MENTAL HEALTH & RECOVERY SERVICES:

Ms. Beth Matthews, Prevention and Administrative Specialist, made a presentation and requested the voters' support for the replacement levy, Issue 5, on the November 3rd ballot. She reported that the staff of five people works with a volunteer board to assess the needs for services and to implement programs.

DONATION TO POLICE DEPARTMENT: Russell residents offered to donate the funds to buy a speed trailer for the use of the Russell Township Police Department. Chief Carroll is interested in a speed trailer. It serves to count the volume of cars on Township roads, identifies their speed, and the time of day the roads are traveled. Speed trailers also have been shown to slow down traffic. *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$5,000.00 donation to the Police Department. Ms. Port seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the \$5,000.00 donation for the purchase of a speed trailer for the Police Department. Ms. Port seconded the motion and it passed unanimously.

EAGLE SCOUT RESOLUTION: On October 24th, the accomplishment of Russell resident and Eagle Scout, Mr. Derek Meer, will be celebrated in a ceremony at the West Woods Nature Center. Mr. Dickinson will represent the Board at the ceremony. *Mr. Mueller made the motion to pass Resolution 2009-23: A Resolution of Congratulations to Eagle Scout Recipient, Mr. Derek Meer. Ms. Port seconded the motion and it passed unanimously.*

HACKAMORE WOODS EASEMENT: According to the survey performed by professional surveyor Rudy Schwartz, the existing asphalt drive is not in the easement. A ravine is in the easement. The next step necessary is to get an easement from the existing landowners. Mr. Dickinson reiterated that the Board cannot spend money on private property. Mr. Layne will talk to the landowners and share the survey with them. He will ask if they want to give easements. Schwartz will be asked to prepare legal descriptions for easements at the existing driveway. The County Prosecutor will then be consulted. It was suggested that the easement size be increased to 35 or 40 feet wide so as not to give up what we have easement to already. There are to be no restrictions in the easement.

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HESS PROPOSAL: Discussion was held over the current status of the waste water project. Ms. Port suggested that the Township engage Hess Engineers to complete the plans. Mr. Dickinson understood that Mr. Dave Paulitsch and Mr. Hess were planning to fund the project privately. Mrs. Gray is the liaison between the business owners. Again, Ms. Port said the Township should front the money for the proposal. That brought on a discussion of whether the Township proposal money would necessitate paying prevailing wage. The suggestion was made that perhaps the Township's investment could be deducted from their share of the project expenses. *Mr. Dickinson made the motion to approve Item #2 of Hess and Associates proposal for plan preparation and project design for S.R. 87 and S.R. 306. Ms. Port seconded the motion. Mr. Mueller expressed his objection to leaving project design to a group of private individuals who do not necessarily have the same interests in limiting the project as most people would wish. Mr. Dickinson agreed that there is a risk, but that this plan is economical, solves the problem, and gets the Township out of becoming a utility and package plant manager. The vote was Mr. Mueller no, Ms. Port yes, and Mr. Dickinson yes. The motion passed.*

UTILITY BILLS: Ms. Port prepared spreadsheets, contacted suppliers, looked at contracts, and studied the utility bills. Her recommendation is to switch the Town Hall and Administration buildings to the Integrys variable rate under the COSE member plan. These two buildings have utility contracts expiring in November. There is no fee to switch the Town Hall and Administration Building at this time. She recommended that the Police Department stay with NOPEC but go to the variable rate. The Road Department should stay with the IGS variable rate. The Fire-Rescue Department should stay with IGS but switch to the variable rate. Discussion was held on the horizontal drilling technique.

NOPEC PROXY: Ms. Port volunteered to attend the NOPEC General Assembly meeting representing the Board of Trustees. *Mr. Mueller made the motion to appoint Ms. Kristina Port as the Township representative to the Northeast Ohio Public Energy Council (NOPEC). Ms. Port seconded the motion and it passed unanimously.*

CELL PHONE SURVEY: Mr. Martin Winston offered the Trustees copies of a cell phone survey that he would like to undertake in the Township. He feels that the poor cell service in Russell Township needs to be documented. Mr. Winston would like to use Township communication outlets such as the website, the government access channel, and future e-newsletters to distribute his survey. He is interested in providing his findings to a third party company who will be locating a cell tower and subletting it to other carriers. He explained that it is not certain that the existing Alltel towers will be kept. Mr. Dickinson objected to the survey since it appears to have a commercial purpose. It was suggested that a disclaimer be put on the survey. This topic is tabled until the next meeting.

COMMENTS WERE TAKEN FROM THE PUBLIC

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MEETING CANCELLATION: The League of Women Voters is having "Meet the Candidates Night" on October 21st. That date is the next regularly scheduled Trustee's meeting. However, due to the conflict, the October 21st Trustee's meeting will be cancelled. October 20th is set aside as a contingency date for the Trustees in case important business comes up.

ANNOUNCEMENTS: The next regular Trustee's meeting will be held at 7 p.m., Wednesday, October 21, 2009 in the Russell Township Fire-Rescue Department.

The curbside scrap collection will take place this week on the north side and north of S.R. 87, and next week for the south side and south of S.R. 87.

A drive-thru seasonal flu shot clinic will be held on October 10th at the Russell Fire-Rescue Department. The cost is \$25.00.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
163-2009	survey for Hitching Post easement	\$ 1,500.00
164-2009	Township insurances	38,582.00
165-2009	Kenmore 18.2 cu ft refrigerator	360.00
166-2009	station cleaning supplies	1,335.46
167-2009	rollback - Park Commission share	11,978.34
168-2009	truck repair	435.00
169-2009	reimburse ambulance run	146.00
170-2009	asphalt	2,000.00
171-2009	October curbside collection/hauling	14,081.52
172-2009	service twp heating units	1,200.00
173-2009	tank cleaning	1,050.00

Bills were approved as presented and drawn for same.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session for the purpose of discussing the hiring of a public employee. Mr. Dickinson seconded the motion and it passed unanimously. The meeting moved into executive session at 9:03 p.m.*

Mr. Mueller moved to return to regular session. Ms. Port seconded the motion and it passed unanimously. The meeting moved into regular session at 9:20 p.m.

HIRE PART-TIME OFFICER: *Mr. Mueller made the motion to hire Blake Rogers as a part-time police officer and constable with the Russell Township Police Department, based on Police Chief Carroll's recommendation. The conditions of employment are as follows: The official starting date to be Oct. 13, 2009, based upon completion of applicable paperwork with the Russell Township Fiscal Officer's Office. A one year probation period will be from the official starting date. Pay scale will be at the starting level on the part-time wage schedule. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Ms. Port seconded the motion and it passed*

TOWNSHIP TRUSTEES

REGULAR SESSION

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unanimously.

Upon the motion of Mr. Mueller and seconded by Ms. Port
the meeting was adjourned at 9:22 p.m.

Respectfully submitted,

James Dickinson
Chairman
Board of Trustees

Melissa Palmer
Administrative Secretary