

RUSSELL FIRE-RESCUE STATION

OCTOBER 19, 2011

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees James Mueller and Kristina Port were present. Mr. Dickinson welcomed guests, and department heads Chief Carroll, Chief Frazier, Jack Gallagher, Gene Layne, and Ric Machnics.

The Pledge was said.

MINUTES: *Ms. Port made the motion to accept the minutes of the regular meeting held on September 21, 2011, as amended. Mr. Mueller seconded the motion and it passed unanimously.*

MINUTES: *Ms. Port made the motion to accept the minutes of the regular meeting held on October 5, 2011, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Mueller made the motion to accept the September, 2011 monthly departmental reports from the Fire, Maintenance, Police, Road, and Zoning Departments. Ms. Port seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier reported that the ambulance repair is approximately 50% complete. The damage is more extensive than expected. Chief Frazier expects the ambulance to be returned in two to three weeks. The loaner ambulance is being used every day.

Chief Frazier announced that members of the Russell Police and Fire-Rescue Departments received a prestigious award for their recent care of a Russell resident. Mr. Dickinson read the letter from the Cleveland Clinic EMS Council. The award is given for merit, initiative, exemplary service, and heroism. Chief Frazier said it is a tribute to our personnel. The award recipients are Nick Martin, Sam Matthews, Blake Rogers, Bill Spaner, Tom Swaidner, and Brett Seckel. Congratulations to these members of the Police and Fire-Rescue Departments.

POLICE DEPARTMENT: Chief Carroll announced the retirement of Mr. Nicholas Musacchio from the Police Department. Mr. Musacchio has been a valued member of the Police Department for over 22 years. He will be missed. Chief Carroll said the Police Department is planning a gift for Mr. Musacchio. Mr. Dickinson suggested that donations should go toward the gift.

The Police Department would like to thank Mr. Philip Uhlin and Mr. David McCahon for their generous donations to the department.

The Police Department was awarded funding from the U.S. Department of Justice. The amount equals one half the cost of a ballistic vest.

Chief Carroll has prepared a draft resolution for the engine brake issue. In order to enforce the resolution the Township would need to utilize a decibel meter. But Chief Carroll indicated that the signs are a deterrent. Chief Carroll suggests removing Chester Township's sign from the Russell Township pole and adding a No Engine Brake sign. Ms. Port

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brought up safety and enforcement concerns. Further discussion will be continued at the November 2nd meeting.

MAINTENANCE DEPARTMENT: Mr. Gallagher reported that the Curbside Collection was complete. No totals have been submitted yet, but the volume seems down from 2 years ago. The Maintenance Department assisted a lot of senior residents. There were a lot of requests for assistance and many residents put piles out after the deadlines. Some changes will be made for the next curbside collection.

The environmental assessment of the Bus Garage building was started today. EA Group is well respected and also did the environmental assessment at the old police station.

Mr. Gallagher will upgrade the electrical service at the Town Hall to a 200 amp service. The Historical Society also requested a new kitchen sink and an instant hot water faucet. Mr. Gallagher has recommended moving the Town Hall back to the far corner of the lot. If the Town Hall is moved the new electric panel will have to be completely replaced.

ROAD DEPARTMENT: CYPRESS POND SPEED LIMIT RESOLUTION: *Mr. Mueller made the motion to approve Resolution 2011-13, a Resolution Declaring a Reasonable and Safe Speed Limit on Cypress Pond Lane. Ms. Port seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Mr. Machnics reported that the Zoning Department permit forms and fee schedules are all posted on the website. Residents may now access the Zoning forms and information online.

Mr. Mueller made the motion to approve up to \$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. Ms. Port seconded the motion and it passed unanimously.

FISCAL OFFICER: Mrs. Heck explained that because the Fire-Rescue Department has been on so many runs this year, the fund that pays the ambulance billing company fee is running out of money. *Mr. Mueller made the motion to approve Resolution 2011-14, authorizing the following transfer of funds within the Fire and Ambulance Fund of \$4,000 from 2281-230-190-000 Salaries, to Other 2281-230-599-0000. Ms. Port seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC

2012 GOALS: Discussion of this topic was tabled until the next meeting.

WRLC SIGNS: Ms. Port expressed interest in placing signs at the Upper Chagrin Preserve. WRLC provides the signs which cost \$100.00 each. Chief Carroll will contact Mr. Pete McDonald to ask how many signs are needed and where they should be posted.

NOPEC GRANT: Ms. Port is studying how to assess future energy cost savings. It is hard to quantify savings eight years

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into the future. Further discussion will be continued at the November 2nd meeting.

CONFERENCE APPROVAL: *Mr. Mueller made the motion to approve reasonable and necessary expenses for Mrs. Heck and Mrs. Baker to attend the End of Year Training, in Columbus, Ohio. Ms. Port seconded the motion and it passed unanimously.*

ANNOUNCEMENTS: The next regular Trustees' meeting will be held Wednesday, November 2, 2011.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
162-2011	Environmental Assessment	\$ 2,000.00
163-2011	Township Insurances	\$ 29,121.00
164-2011	Rebuild hydraulic pump, Trk#47	\$ 525.00
165-2011	Water @ Admin Bldg	\$ 110.00
166-2011	Gas & Diesel	\$ 20,000.00
167-2011	Nat'l Fire Codes Annual Subscrip	\$ 855.00
168-2011	Install Trailer Hitch on 4358	\$ 1,000.00

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 7:58 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by M. Palmer