

RUSSELL FIRE-RESCUE STATION

NOVEMBER 2, 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.

The Pledge was said.

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on October 19, 2011, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port made the motion to acknowledge receipt of the October, 2011 monthly departmental reports from the Police, Maintenance, Road, & Zoning departments. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$25.00 donation to the Police Department. Ms. Port seconded the motion and it passed unanimously. Ms. Port made the motion to approve the use of the \$25.00 donation for the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

TRUSTEE GOALS FOR 2012: *Ms. Port expressed an interest in pursuing benefits from the Green Plus program. Green Plus is an organization with tools and information to assess and improve sustainability in the workplace. The Trustee Goals for 2012 will include a goal to commence the Green Plus sustainability program. Mr. Mueller moved to approve the 2012 Goals for the Russell Township Board of Trustees. Ms. Port seconded the motion and it passed unanimously.*

BUS GARAGE: *The Trustees indicated their desire to review the report from EA Group on the hazardous materials found in the former Bus Garage. The Trustees intend to present the report to the West Geauga Board of Education. The Trustees goal is to get the West Geauga Board of Education to pay the expenses caused by hazardous materials. Mr. Gallagher, Maintenance Superintendent, has a goal of getting the Bus Garage torn down before winter.*

NOPEC: *Ms. Port attended the NOPEC annual meeting. She recommended that the Township switch over to NOPEC electrical accounts promptly and accept the \$50,000.00 grant from NOPEC. Further, Ms. Port recommended that a letter be sent to the NOPEC Board asking for NOPEC to cover the fees incurred by cancelling our existing electric accounts before their termination date. If the Township waits until May 2012 there would be no cancellation fees incurred. First Energy Solutions is the supplier for both NOPEC and COSE. Ms. Port indicated that First Energy Solutions may not impose the \$300.00 fee per account. Mr. Mueller made the motion to approve Russell Township entering into the "Powering Our Communities" agreement with NOPEC in order to receive the grant award of \$50,000.00. Ms. Port seconded the agreement*

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and it passed unanimously. Ms. Port will draft the letter to the NOPEC board asking for the reimbursement of the early cancellation fees.

ENGINE BRAKE RESOLUTION: Mr. Dickinson read Chief Carroll's draft of the Engine Brake Resolution aloud. Ms. Port asked if Chief Carroll intended to purchase the training and decibel meter to enforce this resolution. Mr. Mueller explained that tools were not necessary in this case. The occurrence of engine brake use is obvious. *Mr. Mueller made the motion to adopt Resolution 2011-15, a Resolution Prohibiting the Use of Any and All Engine Retarders within Russell Township. Mr. Dickinson seconded the motion and it passed with the following vote: Mr. Mueller Aye; Ms. Port Abstain; Mr. Dickinson Aye.*

LEASES: Mr. Mueller recommended that the leases for the two tenants of the Administration Building be kept at the current rate. Mr. Mueller said the tenants are good and there have been no problems. Based on the energy audit performed on the Township buildings, Ms. Port suggested that the Crauns be informed of cost saving opportunities in their leased space. Ms. Port reported that there is furniture over vents and blocked off air conditioning vents in the Craun's space. *Mr. Mueller made the motion that the leases with Craun and Associates and the Noramar Co. for the office space at 8501 Kinsman Road be renewed at the current rate through December 31, 2012. Ms. Port seconded the motion and it passed unanimously.*

ZONING REAPPOINTMENTS: This issue was tabled until the next meeting.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, November 16th, in the Russell Township Fire-Rescue Station.

PURCHASE ORDERS:

169-2011 Ambulance billing	\$	961.54
170-2011 Ambulance billing, remainder	\$	4,000.00
171-2011 New tires for 2008 Chevy	\$	800.00
172-2011 Tires & mounting for #42	\$	1,044.00
173-2011 Pine roping 7 greens, signs	\$	360.00
174-2011 Garbage & trash removal	\$	257.55
175-2011 Cell phone upgrade	\$	90.00
176-2011 Road salt	\$	2,148.93
177-2011 Rack charger, batteries	\$	1,130.40
178-2011 Install new mobile & port	\$	4,000.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting adjourned at 7:55 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer