

RUSSELL FIRE-RESCUE STATION

NOVEMBER 16, 2011

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees James Mueller was present. A quorum was noted. Kristina Port arrived at 7:07 p.m. Mr. Dickinson welcomed guests, and department heads Chief Carroll, Chief Frazier, Jack Gallagher, Gene Layne, and Ric Machnics.

The Pledge was said.

**MINUTES:** *Mr. Mueller made the motion to accept the minutes of the regular meeting held on November 2, 2011, as presented. Mr. Dickinson seconded the motion and it passed.*

**MONTHLY REPORTS:** *Mr. Mueller made the motion to accept the October, 2011 monthly departmental reports from the Maintenance, Police, Road, and Zoning Departments. Mr. Dickinson seconded the motion and it passed.*

**MONTHLY REPORTS:** *Mr. Mueller made the motion to acknowledge receipt of the October, 2011 monthly departmental report from the Fire Department. Mr. Dickinson seconded the motion and it passed.*

**FIRE DEPARTMENT:** Chief Frazier thanked the Trustees for splitting up in order to cover both the CTA dinner meeting and the Cleveland Clinic award ceremony in one night. Chief Frazier also reported that the ambulance has been painted and is waiting for some Chevy parts.

**POLICE DEPARTMENT:** Chief Carroll reported that the department had received a grant from the Justice Department for laptop MDTs and LED lightbars. Signs prohibiting engine brakes will be posted on State Routes 87 and 306. There have not been any problems due to Circle K's alcohol license. It has been one year since Circle K received a license.

**MAINTENANCE DEPARTMENT:** Mr. Mueller examined the report on the hazardous materials at the Bus Garage. He explained that airborne asbestos is the danger. The estimated price for abatement dropped because the bus garage ceiling did not have high levels of asbestos. SafeAir estimated a revised cost of \$5,200.00. Procedurally, the vermiculite can be sprayed down. *Mr. Mueller made the motion to authorize SafeAir Contractors, Inc. to remove the asbestos drywall and windows for an amount not to exceed \$5,200.00. Ms. Port seconded the motion and it passed unanimously.* The EA Group report will be sent to Mr. Podgurski, the legal counsel for West Geauga Board of Education. Mr. Gallagher mentioned that holiday lights were going up and that the Lighting Ceremony would be December 4th from 4 p.m. to 6 p.m.

**ROAD DEPARTMENT:** Mr. Layne identified his priorities for the 2012 Road Projects. His first priority is Braeburn Lane (north), Sunrise Lane, and Wildflower Circle. Cement stabilization will be required due to the swampy area and terrible condition of the roads. His next priority is East and West Willard, and West River Drive. Coy Lane and Hunting Lane are third priority. *Mr. Mueller made the motion to send to the County Engineer for review, the proposed road projects for 2012 as recommended by the Road Department Superintendent. Ms. Port seconded the motion and it passed unanimously.*

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A 20 mph speed limit sign was posted on County Line Road near Hillbrook Lane North. Hunting Valley placed the sign without permission from Russell Township. No engineering study was done, so Mr. Layne has asked Hunting Valley to remove the sign.

Geauga County has taken over Caves Road and turned Russell Road over to Russell Township. No maintenance agreement exists yet.

The Road Department is currently accepting donations for needy families in Geauga County. Donations may be left until the week before Christmas. The vestibule at the Road Department is open 24 hours a day during this time.

**ZONING DEPARTMENT:** Mr. Machnics had nothing to report at the time of the meeting.

**FISCAL OFFICER: COSE MEMBERSHIP:** *Ms. Port made the motion to approve the payment of the annual membership dues to COSE for an amount of \$450.00. Mr. Mueller seconded the motion and it passed unanimously.*

**APPROPRIATIONS RESOLUTION:** *Mr. Mueller made the motion to approve Resolution 2011-16, authorizing the following transfer of funds:*

*Within the Fire Rescue Fund \$25,000 from Motor Vehicle (Secondary Vehicle), line item 2111-760-750-0050, to Salaries 2111-220-190-0000.*

*Within the General Fund \$12,000 from 1000-120-323-0002 Repairs and Maintenance to Other Salaries 1000-120-190-0000.*

*Ms. Port seconded the motion and it passed unanimously.*

**CELL PHONES:** Ms. Heck reported that cell phones with the push-to-talk feature are not used locally anymore. The County and other Townships primarily use texting now. Mr. Layne and Mr. Gallagher have been upgraded to Blackberries and unlimited texting. The ability to check weather reports by phone is a huge improvement. IRS guidelines regarding cell phones and taxes are still being investigated. Employees would need to file amended tax returns in order to receive minimal refunds.

#### **COMMENTS FROM THE PUBLIC**

**WRLC SIGNS:** Discussion was held regarding the letter from Mr. Pete McDonald, of Western Reserve Land Conservancy. Mr. McDonald recommended that the Upper Chagrin Preserve be surveyed and that the boundary be identified with labeled markers. Mr. Dickinson asked why the property had to be surveyed. He wishes to put markers well inside the property line to let people know that access is restricted. Mr. Dickinson wants WRLC to identify the uses permitted and activities to be enforced by the Police Department. Chief Carroll explained that Mr. McDonald wants the Township to take the lead since it is Township property. Mr. Machnics explained that the property is zoned Passive Park. The Zoning Resolution and the Conservation Easement identify the uses that are permitted. Further discussion was tabled to a future meeting.

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**NOPEC GRANT:** Ms. Port reiterated her recommendations on the NOPEC grant topic. Ms. Port recommends that the Township take the \$50,000.00 grant now and move to NOPEC electric accounts now. She recommends switching away from COSE promptly. Mrs. Heck will set up the account for the grant after she reviews the UAN system.

**ZONING RE-APPOINTMENTS:** Mr. Dickinson asked that the discussion of the Zoning Commission and Board of Zoning Appeals re-appointments be tabled until the next meeting. One other position on the Zoning Commission will be advertised in the newspapers. This vacancy is due to the recent election of Justin Madden to the Board of Trustees.

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held Wednesday, December 7th, 2011.

**PURCHASE ORDERS:** were approved for:

Number	Purpose	Amount
170-2011	Ambulance Billing	\$ 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 & Greens	\$ 360.00
174-2011	Garbage & Trash removal	\$ 257.55
175-2011	3 months Upgrade cell phone	\$ 90.00
176-2011	Road Salt	\$ 2,148.93
177-2011	Rack Charger & batteries	\$ 1,130.40
178-2011	Install new mobile, port, radios	\$ 4,000.00
179-2011	15' PVC suction hose	\$ 1,879.90
180-2011	Psychological evaluations	\$ 1,600.00
181-2011	Center & Edge lines, Caves Rd	\$ 90.68
182-2011	No engine Brake signs, End signs	\$ 589.20
183-2011	Pay off fire truck	\$ 89,977.48
184-2011	Russell Police shoulder patch	\$ 825.00

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 8:17 p.m.*

James Dickinson, Chairman

Gerri Heck, Fiscal Officer  
Recorded by M. Palmer