

RUSSELL FIRE-RESCUE STATION

NOVEMBER 17, 2010

Chairman James Mueller called the meeting to order at 7:00 p.m. Trustees James Dickinson and Kristina Port were present. Mr. Mueller welcomed guests and department heads Chief Carroll, Mr. Gallagher, Mr. Layne, and Mr. Machnics. Chief Frazier arrived at approximately 7:30 p.m.

The Pledge was said.

SPECIAL TRUSTEES MEETING MINUTES: This topic was tabled until the next meeting as the minutes from the November 3, 2010 meeting have not yet been prepared by attendees.

REGULAR TRUSTEES MEETING MINUTES: *Ms. Port made the motion to accept the minutes of the regular meeting held on November 3, 2010, as presented. Mr. Dickinson seconded the motion and it passed unanimously.*

SPECIAL TRUSTEES MEETING MINUTES: *Mr. Dickinson made the motion to accept the minutes of the special meeting held on November 9, 2010, as presented. Ms. Port seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Over the past year Mr. Machnics has seen the issuing of permits increase. That is a positive thing. There was a brief discussion of the new house being built on State Route 87.

POLICE DEPARTMENT: Chief Carroll reported that he has hired a full-time officer effective December 1, 2010. Chief Carroll's plan is to have 2 officers on duty 24/7/365. It is possible that only one officer will be available if one is sick, but the plan is to schedule 2 officers.

MAINTENANCE DEPARTMENT: Mr. Gallagher has installed the holiday lights and they are all working. He is happy to be ready for the Tree Lighting party. Mr. Gallagher filed a police report when someone kicked in the door to the cemetery shed. The shed was empty as the contents were already put away for the season. A weed whacker was found near the damage site. It may have fallen out of the vehicle that did donuts in the cemetery.

NOPEC ENERGY GRANT: Ms. Port mentioned that she hopes to have a meeting with the vendor on site soon.

ROAD DEPARTMENT: CYPRESS POND SPEED LIMIT: Mr. Layne reported that everything was well. Cypress Pond Subdivision was turned over to the Township for road maintenance so the safe and reasonable speed limit must be set by the Trustees. *Ms. Port made the motion to set the safe and reasonable speed limit of 25 miles per hour for Cypress Pond subdivision, per the recommendation of the Road Superintendent. Mr. Dickinson seconded the motion and it passed unanimously.*

ROAD DEPT.: ROAD SALT: Mr. Layne reported that the salt piles are stocked fully. He has more than ½ the winter's salt supply. Mr. Layne ordered salt through the State contract and will reorder one more time later in the year.

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NPDES PHASE II REPORT: Ms. Port expressed her thanks to the department heads for their help with the NPDES Phase II report.

FISCAL OFFICER: Mrs. Heck spoke with Mr. Michael Sharb, bond attorney, and Mr. Michael Prcela, bond seller, about the fire station bond refinancing issue. Mr. Prcela prepared a report for the Township in time for the last meeting. Mrs. Heck read the report aloud. Mr. Prcela stated that it is diseconomic at present to refinance the bonds. Mr. Prcela, the bond seller, will track the bonds and notify the Township when it is profitable to refinance.

FIRE DEPARTMENT: The Southeast HazMat team was called out recently. The event was not a Russell Township situation, but the Russell Fire-Rescue Department has a member on the team who responded to the event. Chief Frazier needs to place a fire truck on site in order to test a potential solution to the Stanforth and Miller easement issues.

FIRE DEPT.: AMBULANCE RIDE WAIVER: *Mr. Dickinson made the motion to approve the waiver of fees for ambulance ride, account number 1014803, per the recommendation of the Fire Chief. Mr. Mueller seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Dickinson made the motion to accept the October 2010, monthly departmental reports from the Fire, Maintenance, Police, Road and Zoning Departments. Ms. Port seconded the motion and it passed unanimously.*

WATER LINE EXTENSION REQUEST: Attorney Kenneth Fisher represented Dr. Allen Denzine in his request for a waterline extension from Hunting Valley to his property on County Line in Russell Township. Mr. Fisher explained that Dr. Denzine has agreed to deed restrictions on his property which prevent the waterline from being extended to neighboring properties and prevent the property from being subdivided. Fire suppression, perc testing, the low water table, and an existing holding tank were discussed. Mr. Fisher explained that the County can proceed without Township agreement, but historically the County has consulted the Township. Mr. Fisher requested that the Township Trustees give approval to the waterline extension. *Mr. Dickinson made the motion to approve the waterline extension from the present location at County Line Road, Hunting Valley to the property of Dr. Allen Denzine, 14761 County Line Road, Russell Township. Ms. Port seconded the motion and it passed unanimously.*

ADMINISTRATION BUILDING LEASES: Mrs. Gerri Heck, Fiscal Officer, recommends that no price increase be made for the two leases of office space in the Administration Building. She said that the leases are one year leases, the tenants are good tenants, and the economy is poor. Mr. Mueller added that the lease income pays for the maintenance and utilities of the whole building. *Ms. Port made the motion to keep the current lease agreement rates for the Administration Building tenants at the same 2010 level for the term January 1, 2011 through December 31, 2011. Mr. Mueller seconded the motion and it passed unanimously.*

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BUS GARAGE: The Bus Garage at the Metzenbaum facility is behind in construction. The new completion date is estimated to be January 28, 2011. The Trustees desire a signed lease and letter. Dr. Diringer indicated recently that the Board of Education is awaiting a reply from their lawyers. Mr. Dickinson offered to speak with Mr. McDade or the Board of Educations' lawyers in an effort to speed up the process. Mrs. Heck has a lease with the October lease expiration date. This lease document will be extended two months when the time comes. In 1999 a baseline environmental study was performed. The Trustees are still concerned with liability issues.

COASTAL MANAGEMENT ASSISTANCE GRANT: The Trustees recently attended a Special Meeting on the subject of the Griswold Creek erosion issues. Amy Brennan, of Chagrin River Watershed Partners, met with the residents of the Griswold Creek corridor and explained that a comprehensive study was needed. A Coastal Management Assistance Grant is available for projects like this one. Ms. Brennan explained that the grant requires a monetary match. The Trustees explained that the Township cannot put public funds into projects on private property. Mrs. Heck stated that an Agency Fund could be established that would allow the Township to hold the collected money for the project. Russell Township's name needs to be on the grant application. Ms. Kristina Port is authorized to complete the grant application. *Mr. Dickinson made the motion to adopt Resolution 2010-17, a resolution that approves filing an application for Coastal Management Assistance Grants financial assistance and authorizes Kristina Port to execute and file the application. Mr. Mueller seconded the motion and it passed unanimously.*

COSE MEMBERSHIP: COSE has submitted a bill for \$450.00 for membership dues. Ms. Port explained that our utility rates depend on COSE membership. Mrs. Heck was directed to pay the COSE bill.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, December 1, in the Russell Township Fire-Rescue Department. The Holiday Tree Lighting Ceremony will be held on December 5th in the evening.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
177-2010	SCBA Equipment Testing	\$2,538.50
178-2010	Tires, GMC pickup & Mack #49	\$1,139.32
179-2010	Stihl pruning saw	\$ 479.96
180-2010	Diesel fuel for RFD generator	\$ 893.01

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Dickinson and seconded by Ms. Port, the meeting was adjourned at 8:35 p.m.

James Mueller, Chairman

Gerri Heck, Fiscal Officer

TOWNSHIP TRUSTEES

REGULAR SESSION

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Recorded by: M. Palmer