

FIRE RESCUE STATION

November 18, 2009

Chairman James Dickinson called the meeting to order at 7:03 p.m. Trustees Jim Mueller and Kristina Port were present. Mr. Dickinson welcomed guests, and Police Chief Tim Carroll.

The Pledge was said.

MINUTES: *Mr. Mueller moved to approve the minutes of November 4, 2009, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Mueller moved to acknowledge receipt of the October 2009, monthly departmental report from the Fire Department. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port moved to accept the October 2009, monthly departmental reports from the Maintenance, Police, Road, and Zoning Departments. Mr. Mueller seconded the motion and it passed unanimously.*

BUS GARAGE DISCUSSION: Dr. Anthony Podojil, Superintendent of West Geauga Schools, was present. He reviewed with Trustees the history of the Russell School property. The original purchase was ten years ago. The purchase included a provision that the school continue to use the bus garage building and continue to park the school buses on the property for another ten years. Dr. Podojil said the School Board had actively tried to find a new bus garage facility. They have been investigating a regionalized type facility. They have worked out an agreement with the Metzenbaum School for a school bus facility and the facility will be built on the Metzenbaum campus. Financing is in place and construction is scheduled to start in the early spring. It should be ready for use in the fall. The School Board would like to extend the school bus lease on the Russell School property for another year. Ms. Port said she was aware a phase one and two study was done in 1999 and she would like to have another study done to make sure there was still no contamination. Dr. Podojil said the West Geauga Board of Education was willing to work with the Russell Trustees to make sure everything on the property was okay. Dr. Podojil suggested that the study be done after the school buses left the property so they were sure everything was clean.

Mr. Dickinson read parts of the Phase One and Two Studies done in 1999. He wants another environmental study done. Dr. Podojil will look in his files to see if any other studies have been done since 1999. Mr. Dickinson said the Township has no immediate need for the property and he doesn't believe there would be any commercial value in the property at this time. Mr. Mueller feels the school needs to know they are leaving the property clean.

Dr. Podojil said once the new bus facility is completed it would not be difficult to move. They would move after the school year starts.

The Prosecutor's office will be contacted about writing an addendum to the lease.

FIRE RESCUE STATION

November 18, 2009

POLICE DEPT.: Chief Carroll wanted to thank Mr. Uhlin for his generous donation to the Police Dept. through the Cleveland Foundation. **ACCEPT DONATION:** Ms. Port made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$1,061.00 grant to the Police Department. Mr. Mueller seconded the motion and it passed unanimously.

Ms. Port made the motion to approve the use of the \$1,061.00 grant for public safety needs at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.

A demonstration speed trailer is being used and there has been a good response from the residents. This device does a traffic count as well as reading speed. Chief Carroll feels it does slow down drivers.

The department completed firearms training in October. They would like to upgrade their firearms sometime in the future.

FIRE TRUCK PAYOFF DISCUSSION: At the request of the Chairman the Fiscal Officer presented information on the possibility of the payoff of the bond for the 2005 fire truck purchase. This loan would need to be paid from the General Fund. The Fire Levy fund cannot afford such a large payment. There is a question about the General Fund balance as there is a significant decline in income for the General Fund since interest on investments has declined. Ms. Port at this time favored paying off the entire loan and letting the money go back into the fire district levy which would help with Fire-Rescue Dept. expenses. Mr. Dickinson felt that paying a portion of the loan would cause lower interest rates on the loan and not take such a large amount from the General Fund. Mr. Mueller would rather wait and not pay off the loan until future receipts come in. The subject was tabled until a later meeting.

PUBLIC COMMENTS: Comments were taken from the public.

HACKAMORE WOODS EASEMENT: Mr. Dickinson has contacted Sheila Salem from the Prosecutor's office about the preparation of an easement for the drive to the dry hydrant located off Hitching Post in Hackamore Woods. She told him the Prosecutor's office does not prepare legal documents, but just reviews them. The Township will need to hire an attorney to prepare a new easement. Mr. Dickinson has talked to Mr. Pearce Leary, an attorney, who lives in Russell and has offices in Chardon. Mr. Mueller made the motion to authorize the hiring of Pearce Leary to draft easements to accommodate the Hackamore Woods existing drive location, for an amount not to exceed two hundred dollars. Ms. Port seconded the motion and it passed unanimously. Mr. Miller, whose driveway is partially on the present easement, asked if the Township would continue to snow plow the easement. Mr. Mueller said yes and Mr. Dickinson asked if this was okay with Mr. Miller. Mr. Miller said yes.

COMPUTER PURCHASES: A request was presented to the Trustees

FIRE RESCUE STATION

November 18, 2009

for the purchase of four new computers for office personnel in the Administration Building. The present computers are between five and seven years old and are wearing out their usefulness. Ms. Port said she had given Steve Decatur an inventory of township equipment this summer and has been in touch with him. Mr. Mueller felt systems have to be operational and Russell Township does not need high performing technology. Ms. Port wants to know the Township needs. Mr. Dickinson feels this is a "piece meal" approach and he wants Steve Decatur to come in and make a plan for Russell Township. Mr. Winston commented that these purchases are desktop hardware and do not affect a bigger plan. Mr. Butters commented on the quote from Micro Center. The Fiscal Officer said they had been in touch with Steve Decatur and he thought these purchases would work with any larger plan. The Zoning Secretary has been in contact with Steve Decatur and Bob Morman, the technical computer person used in the past by the Township. Ms. Port recommended that Steve Decatur be called in to meet with the staff.

LEASES: The leases for the offices in the Administration Building will be ending in December. The Township cannot enter into more than a one-year lease and it is time to review the leases. It was generally agreed that with the present economy there was no reason to increase the rent. These are good tenants and the rent pays the expenses of the Administration Building. *Ms. Port 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, 2010.* Mr. Mueller seconded the motion and it passed unanimously.

COSE RENEWAL: Ms. Port said the electric rates are tied to COSE. Mr. Mueller feels they are a good organization that tries to help small businesses. Ms. Port *moved 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.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held on Wednesday, December 2, 2009 at 7:00 p.m. in the Fire-Rescue Station. County Line Road is expected to be closed until some time around December 2nd. The Holiday Tree Lighting Ceremony will be held on December 6th.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
185-2009	Asphalt Repaving	\$ 9,709.25
186-2009	Tires for Cruisers	1,776.00
187-2009	Consultation for Detention Pond	1,950.00
188-2009	Medical and Life	9,006.53
189-2009	Remove 3 Cottonwoods on Sweetbriar	1,800.00
190-2009	Replace P.O. 186	

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 8:45 p.m.

TOWNSHIP TRUSTEES

REGULAR

FIRE RESCUE STATION

November 18, 2009

Respectfully submitted,

Jim Dickinson, Chairman

Gerri Heck, Fiscal Officer