

RUSSELL TOWN HALL

NOVEMBER 20, 2007

The meeting was called to order at 7:02 p.m. by Chairman James Dickinson. Trustees Greg Studen and James Mueller were present.

Mr. Dickinson announced that Jayne Paullin was recording notes for the minutes, along with Fiscal Officer Gerri Heck. Mr. Dickinson welcomed guests and Fire Chief John Frazier to the meeting.

MINUTES: *Mr. Studen made the motion to approve the minutes of the November 7, 2007 meeting, as presented. Mr. Dickinson seconded the motion. The vote was Mr. Studen yes, Mr. Mueller abstain and Mr. Dickinson yes.*

MONTHLY REPORTS: *Mr. Mueller made the motion to accept the October 2007, monthly reports. Mr. Studen seconded the motion and it passed unanimously.*

FIRE DEPARTMENT - Chief Frazier had nothing to report.

POLICE DEPARTMENT - DONATION: Mr. Dickinson said a donation had been sent to the Township, from a students' group, P.A.N.D.A., with West Geauga Middle School for the Police Department. Mr. Dickinson explained that P.A.N.D.A. (Prevent And Neutralize Drugs And Alcohol) is an extra curricular organization of West Geauga Middle School students who focus on the prevention of drug and alcohol use. The group's advisor, Mary Kerchelich, an Administrator with West Geauga Middle School, sent a donation to the Police Department. Mr. Dickinson further explained that the students sold bracelets for \$2.00 each during their lunch periods. The bracelets had a saying imprinted on them: "Color My World Drug Free" and the proceeds were donated to the Chester and Russell Police Departments. The P.A.N.D.A. group suggested the donation be applied towards drug prevention material, such as purchasing drug free kits called: "NIK Packs". Mr. Mueller requested that a letter of thanks be sent to the P.A.N.D.A. group. *Mr. Mueller moved that the Board of Trustees accept the donation of \$50.00 to the Police Department from P.A.N.D.A., (Prevent And Neutralize Drugs And Alcohol) a group of West Geauga Middle School Students directed by Mary Kerchelich, Administrator at West Geauga Middle School. Mr. Studen seconded the motion and it passed unanimously.*

HEALTH INSURANCE CONSIDERATIONS: Mr. Dickinson said that the Township's health insurance annual renewal is scheduled for February 1, 2008. He explained that although the current HRA health coverage plan is working well, the employees are pleased with the plan, and it has saved the Township money, he is interested in investigating different types of coverage and plans available. He introduced Tim Bresnahan, of Neace Lukens, a full-service, independent insurance brokerage and consulting firm that provides property & casualty and life & health insurances. Mr. Bresnahan explained that Neace Lukens works with groups about alternative health coverage options. He explained the HSA (Health Savings Account) plan that Neace Lukens offers. A discussion was held and the Trustees and Fiscal Officer asked questions. Mr. Dickinson then introduced Chuck Herbruck, of Herbruck

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Alder. Mr. Herbruck presented information regarding a plan called The Ohio Plan. He explained that Herbruck Alder is a benefits brokerage and consulting firm and the firm represents The Ohio Plan Healthcare Consortium Network. The Plan provides insurance protection specifically tailored to cities, villages, townships, counties and special districts. He further explained that the program is designed for rate stability and cost savings achieved through the collective membership of The Ohio Plan. He said plans such as PPO (Preferred Network), HSA (Health Savings Accounts) and HRA (Health Reimbursement Arrangements) are offered through The Ohio Plan. A discussion was held and the Trustees and Fiscal Officer asked questions.

Mr. Dickinson thanked the gentlemen for their presentations and explained that the Township is just beginning to investigate various insurance options. Both Mr. Bresnahan and Mr. Herbruck thanked the Trustees and Fiscal Officer.

FIRE-RESCUE DEPARTMENT - LEVY: Mrs. Heck presented several spread sheets to the Trustees that reflected the current financial status of the Department and another set that projected the future finances of the Fire-Rescue Department if a levy was approved by the voters of the Township. Mrs. Heck's spread sheets showed projected future financial status of the Department if a .75 mill levy or a 1.00 mill levy is approved. A discussion was held. Mrs. Heck explained that a levy resolution will need to be filed with the Geauga County Board of Elections by December 20 in order to have this levy on the March 2008 ballot. Therefore, she asked the Trustees to approve the Certificate of Need for two different amounts, .75 mill and 1.00 mill and the amounts will be determined by the Geauga County Auditor.

CERTIFICATE OF NEED:

Mr. Mueller moved to approve that Certificate of Need, Resolution 2007-16, in regards to placement of a 0.75 mill levy, for the Fire-Rescue Department. Mr. Studen seconded the motion and it passed unanimously.

Mr. Mueller moved to approve that Certificate of Need, Resolution 2007-16, in regards to placement of a 1.00 mill levy, for the Fire-Rescue Department. Mr. Studen seconded the motion and it passed unanimously.

CLOUT 2008 MEMBERSHIP: The Coalition of Large Ohio Urban Townships (CLOUT) is a group formed to represent the more urbanized townships. CLOUT organizes conferences, sends out newsletters and represents the large townships' interests. The annual membership dues are placed in a General Fund account for CLOUT and used to help develop a litigation fund for CLOUT members. During the Trustees' meeting on November 7, Mr. Dickinson requested that the renewal of the CLOUT dues for 2008 be tabled because he wanted to further investigate the services of CLOUT. Mr. Dickinson then further explained the purpose of CLOUT and the services that CLOUT provides. A discussion was held amongst the Trustees and Fiscal Officer. *Mr. Mueller moved to approve the payment of the annual dues to the Coalition of Large Ohio Urban Townships (CLOUT) for an amount of \$200.00. Mr. Studen seconded the motion and it passed unanimously.*

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POLICE STATION UPDATE - CHANGE ORDERS : Mr. Studen reported that the Police Station project is moving along on schedule. The base coat paving is complete, hanging of the drywall has begun, the garage doors are installed, utilities have been connected. Mr. Studen presented a Change Order Request from Hummel Construction and explained each of the changes on the Change Order Summary Log. Mr. James Dixon, Construction Manager and Mr. James Larsen, Architect, were present. If necessary, Mr. Dixon and Mr. Larsen elaborated on the explanation of each change order. Mr. Studen explained that this is the first request for approval of change orders since the beginning of the project. *Mr. Mueller moved to approve the following change order numbers for the Russell Police Station Project:*

1. Sanitary storm changes	\$4,936.00
2. HVAC units - manufacturer change	(\$9,500.00)
4. #304 Limestone at rear bus employee parking	\$1,874.00
9. Gas line - bore under tree	\$ 685.00
13. Detention pond work-rip-rap	\$3,749.00
15. Parking lot - asphalt additions	\$8,461.00

as listed on the Change Order Request from Hummel Construction Company, dated November 12, 2007, for an amount of \$10,205.00. Mr. Dickinson seconded the motion and it passed unanimously.

PRESENT POLICE STATION - CONDITION EVALUTION: Mr. Studen said he invited James Dixon, Construction Manager, and James Larsen, Architect, to present a proposal to perform an evaluation of the present Police Station building. Mr. Larsen said he and Mr. Dixon have prepared a letter to propose that they conduct an assessment of the Police Station building and evaluate the building in regards to the Ohio Revised Code and the condition of the structure. Mr. Dickinson asked Mr. Dixon and Mr. Larsen what would be determined by an evaluation of the building. Mr. Dixon explained that the evaluation would determine the age and possibilities of future use of the building. Mr. Mueller asked if the structure of the building will be studied. Mr. Dixon said an evaluation of the structure will be done. Mr. Dickinson asked how long the evaluation would take. Mr. Dixon said the assessment would take up to two weeks. Mr. Mueller said he feels that the evaluation is necessary. However, he said because of budgetary reasons, he feels the Township should plan to have the evaluation done during the next year. Mr. Dickinson agreed with Mr. Mueller and suggested that the Trustees discuss the evaluation of the present Police Station next spring.

TOWN HALL USE: *Mr. Studen moved to grant permission for Red Raider Homeowner's Association to use the Town Hall on Saturday, December 15, 2007, subject to Township rules and regulations. Mr. Mueller seconded the motion.*

COMMENTS WERE TAKEN FROM THE PUBLIC

ANNOUNCEMENTS: Mr. Dickinson announced that the Holiday Lighting Ceremony, sponsored by the Historical Society, will be held on Sunday, December 2, 2007, at 6:00 p.m., at the Historic Town Hall. The next regular Trustees' meeting will

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be held on Wednesday, December 5, 2007, at 7:00 p.m., at the Historic Town Hall. The last used motor oil collection for 2007 was held on Saturday, November 3. Used motor oil recycling will resume in spring 2008.

EXECUTIVE SESSION: *Mr. Studen made the motion to move in to executive session for the purpose of employment and compensation of public employees. Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved in executive session at 8:54 p.m. with Jayne Paullin and Kristina Port in attendance.

Upon the motion of Mr. Mueller and seconded by Mr. Studen, the meeting reconvened into regular session at 9:23 p.m.

Mr. Studen made the motion to hire Jayne Paullin to begin as full-time Police Clerk as of January 1, 2008 in accordance with the Salary Schedule and to maintain her present years of employment, and to post, internally, the position of Secretary to Township Trustees. Mr. Mueller seconded the motion and it passed unanimously.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
221-2007	Cruiser repair	\$ 801.31
222-2007	Snow plow blades	1,390.00
223-2007	Fire truck bond	30,000.00
224-2007	Floor mats Nov/Dec	140.00
225-2007	Rubbish pick up	248.00
226-2007	Ambulance billing fee	1,750.00
227-2007	Lettering painting in cast stones at Fire Department	300.00
228-2007	Gas and diesel	888.03
229-2007	Life ins premiums	22.81
230-2007	Cruiser repair	231.26
231-2007	Office supplies	107.52
232-2007	Parts	9.80
233-2007	Const Admin @ Police Station	202.67

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Studen and seconded by Mr. Mueller the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

James Dickinson, Chairman

Gerri Heck, Fiscal Officer