

RUSSELL TOWN HALL

February 7, 2007

Chairman Jim Dickinson called the meeting to order at 7:01 p.m. Trustees Jim Mueller and Greg Studen were present.

MINUTES: *Mr. Mueller moved to accept the minutes of January 24, 2007, as presented. Mr. Dickinson seconded the motion. The vote was Studen abstain, Mueller yes, and Dickinson yes.*

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

ANNUAL REPORTS: *Mr. Mueller made the motion to acknowledge receipt of the 2006 Annual Reports that have been submitted. Mr. Studen seconded the motion and it passed unanimously.*

MAINTENANCE DEPT.: Mr. Gallagher was excused from the meeting due to family illness.

POLICE DEPT.: Chief Carroll reported that the VEG SWAT Team used the Russell School Building for training last night. He thanked the Trustees for allowing the team to use the building.

ZONING: Zoning Inspector Ric Machnics said he had nothing to add to the zoning report.

FIRE DEPT.: Chief Frazier said he had nothing to add to his report.

ROAD DEPT.: Road Superintendent Gene Layne presented preliminary estimates for 2007 road improvement projects. These estimates were done by the County Engineer's office. They included the chip seal of various township roads and the resurfacing of Wharton Road, Stump Hollow Lane, Twin Lakes Trail and River Glen. Mr. Layne said that Wharton and Stump Hollow Lane would need cement stabilization. These preliminary estimates are over the budget, but it was decided to go ahead and get bids to see if the bids would be less expensive than the estimates. Mr. Layne suggested that Wharton and Stump Hollow Lane be bid out as one project and Twin Lakes Trail and River Glen be another project. This might lower the cost. Mr. Mueller expressed concern about the condition of County Line Road. *Mr. Studen made the motion to approve proceeding on the proposed 2007 road improvement projects for Russell Township as listed in the Geauga County Engineer's January 25, 2007 letter. Mr. Mueller seconded the motion and it passed unanimously.*

TRIAD PROPOSAL: The Road Department Facility has an oil and water separator. Every five years a NPDES permit must be renewed with the O.E.P.A. Mr. Layne requested that Triad Consultants, Inc. be hired to provide engineering services to prepare a permit application for the renewal. Mr. Studen *made the motion to approve Triad Consultants, Inc.'s proposal number 07-3154, to provide engineering services to prepare a permit application for the annual renewal of OEPA Permit No.*

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3IN00275, for Russell Township's NPDES permit for discharge from the oil/water separator at the Road Department with a total cost not to exceed \$ 1,400.00. Mr. Mueller seconded the motion and it passed unanimously.

PERMANENT APPROPRIATIONS: The Fiscal Officer presented the permanent appropriation resolution for the fiscal year ending on December 31, 2007. Mr. Mueller made the motion to adopt Resolution number 2007-02: the Permanent Township Annual Appropriations for the Fiscal year, ending December 31, 2007. Mr. Studen seconded the motion and it passed unanimously.

COMMENTS WERE TAKEN FROM THE PUBLIC.

POLICE STATION UPDATE: Mr. Studen reported that it is hoped that the specifications for bidding will be ready for the February 21st meeting. Jim Dixon is continuing to work on the build ability and Mark Smoley is doing site work for the demolition plans. A construction management meeting will be held next Monday. It is hoped that ground breaking for Police Station will take place in early July. Ohio Urban Search and Rescue region 2 has volunteered to remove the Russell School sign. A proposal has been received from Mannik & Smith for site engineering services for the Police Station. Mr. Studen made the motion to accept the Mannik & Smith proposal for the Demolition Plan and Specifications and the Construction Administration for an amount of \$5,100. Mr. Mueller seconded the motion and it passed unanimously.

BP STATION: An Asbestos Demolition Survey needs to be conducted at the vacant former B.P. Station before the building can be demolished. Mr. Mueller made the motion to approve Triad Consultant's Inc.'s proposal number 07-3153, for an asbestos demolition survey for the vacant BP Station building, with a total cost not to exceed \$1,625.00. Mr. Studen seconded the motion and it passed unanimously.

WATER SYSTEM: A letter has been received from the Department of Water Resources informing the Township that the County has requested an extension of water service to properties served by the existing Arrowhead Water System. This system is adjacent to the recently completed water line along County Line Road. This extension would service just the Arrowhead Farms area. Fire-Rescue Chief Frazier said the hydrants in the area are not effective, because of the water supply and this would definitely be an advantage.

ANNOUNCEMENTS: The next regular Trustees' meeting will be Wednesday, February 21, at 7:00 p.m. at the Historic Town Hall. The used motor oil collection will not be held during the winter months of December, January, February and March. The monthly collection will begin in the spring, on April 7, 2007.

EXECUTIVE SESSION: Mr. Mueller made the motion to move into executive session for the purpose of discussing the

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compensation and employment of public employees. Mr. Studen seconded the motion and it passed unanimously. The meeting moved into executive session at 7:53 p.m. with Police Department Chief Carroll and Fire Rescue Dept. Chief Frazier and reconvened into regular session at 8:37 p.m.

HIRE PART-TIME ON-CALL PARAMEDIC: Mr. Mueller moved that based on Fire-Rescue Chief Frazier's recommendation: to hire Sam Matthews as, on-call Paramedic with the Russell Township Fire-Rescue Department. The conditions of employment are as follows: The official starting date to be February 9, 2007, based upon completion of applicable paperwork with the Russell Township Fiscal Officer's office. A one-year probation period will be from the official starting date. Pay scale will be at the starting level on the on-call Paramedic wage schedule. Mr. Studen seconded the motion and it passed unanimously.

PROMOTION OF OFFICERS: Mr. Studen moved that based on Police Chief Carroll's recommendation: to promote Todd Owen and Vincent Valerio to the pay scale level of 1.5 years experience effective February 16, 2007. Mr. Mueller seconded the motion and it passed unanimously.

TOWNSHIP UNIFORM ALLOWANCE: Mr. Mueller moved to change the Township uniform allowance for full-time employees to \$750 per year, effective January 1, 2007. Mr. Studen seconded the motion and it passed unanimously.

PURCHASE ORDERS:

Number	Purpose	Amount
48-2007	Addendum to Property Tax PO	\$ 39.12
49-2007	Health & Life Ins. Premiums	\$165,424.99
50-2007	Add one to Health Insurance	\$ 1,049.73
51-2007	Batteries for Portable Radios	\$ 623.44
52-2007	Floor Mats	\$ 54.72
53-2007	Garage Door Repair	\$ 600.00
54-2007	4 New Tires Mount & Balance	\$ 517.68
55-2007	Asbestos Demolition Survey	\$ 65.00

Bills were approved as presented and drawn for same.

Upon motion by Mr. Mueller and seconded by Mr. Studen the meeting adjourned at 8:44 p.m.

Respectfully submitted,

Jim Dickinson, Chairman

Gerri Heck, Fiscal Officer