

RECORD OF PROCEEDINGS

Minutes TOWNSHIP TRUSTEES

REGULAR SESSION

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held RUSSELL FIRE-RESCUE STATION

April 17, 2013

Chairman James Dickinson called the meeting to order at 7 P.M. Trustees Justin Madden and James Mueller were present. Fiscal Officer Chuck Walder was present; also present was Police Chief Tim Carroll.

MINUTES: Mr. Madden made the motion to accept the minutes of the Regular Meeting held on March 20, 2013, as presented. Mr. Dickinson seconded the motion. It passed Mr. Madden yes, Mr. Dickinson yes, Mr. Mueller abstain.

Mr. Madden made the motion to accept the minutes of the Regular Meeting held on April 3, 2013, as presented. Mr. Mueller seconded the motion and it passed unanimously.

FISCAL OFFICER: Mr. Walder reported on the Ohio Local Government Officials' Conference that he attended with Susan Baker and Brittany Milite on April 2-4. A combination of over 30 courses were attended, including Certified Public Records Training and the outcome resulted in Mr. Walder proposing the following resolutions: Resolution 2013-8, Resolution 2013-9, and Resolution 2013-10. Upon the passing of these resolutions, the township would remain in compliance with the state law.

Mr. Mueller made the motion to approve Resolution 2013-8: A Resolution to approve Then and Now Purchase Order 58-2013 to Middlefield Banking Company for the amount of \$3,902.18. Mr. Madden seconded the motion and it passed unanimously.

Mr. Mueller made the motion to approve Resolution 2013-9: A Resolution to authorize the Fiscal Officer to open Blanket Purchase Orders and Super Blanket Purchase Orders not in excess of ten thousand dollars. Mr. Madden seconded the motion and it passed unanimously.

Mr. Mueller made the motion to approve Resolution 2013-10: A Resolution to permit persons in the employ of the Township a time not to exceed 3 business days after the receipt of public moneys for making deposits. Mr. Madden seconded the motion and it passed unanimously.

Mr. Walder reported on the County Township Association Meeting that he and Brittany Milite attended on April 10, 2013 focusing on oil and gas well drilling. Among the items discussed, Salem Trustee Terry Bell warned that oil and gas well drilling companies may hide or be too vague in their contracts which may ultimately negatively affect communities; the speaker also suggested that Townships and other communities should not rely on other authorities to see to it that contracts are being properly followed by these companies.

Mr. Walder stated that the County Engineer's Office is now offering a rental-resource program and that it may be an opportunity to look at in the future.

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Mr. Walder reported that he has deleted 7 telephone lines in the administrative, maintenance, and road departments and that 2 more are scheduled to be deleted. The Trustees' phone lines are now being answered by their assistant who will be responsible for taking their messages. He also has ordered new, higher DSL rates for the administration and road departments. The projected savings from this project is over \$3000.00 annually.

Mr. Walder reported that he would like to implement a Network Attached Storage system to store and archive data for the township. In doing so, it will take the responsibility off of individuals to remember to back-up important files. The proposed back-up system would handle the administrative building as well as one computer in the road department.

Mr. Madden made the motion to approve the internet purchase of one Buffalo 6TB Linkstation Pro Duo RAID Array system, one Buffalo Mini Station Plus 1TB Hard Drive or equal, two UPC systems, and Second Copy (version 8) automatic backup software for installation in the Administration Building and Road Department for an amount of \$1,000, at the recommendation of the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.

Mr. Walder reported that in an effort to have procedures reflect our operation, an updated policy for attendees of off-site meetings would be implemented. This policy identifies the reimbursements made for off-site meetings. Reimbursement by the Township will be granted upon receipt of attendance to approved meetings. Case by case exceptions to this procedure will continue to be made.

Mr. Mueller made the motion to approve the Township procedure for attendees at seminars/meetings/events, revised 4/17/2013, at the recommendation of the Fiscal Officer. Mr. Madden seconded the motion and it passed unanimously.

Mr. Walder explained that in regard to the Affordable Health Care Act, the Township still has much to do in preparation. The first step to take is to determine how many full-time equivalent employees the Township has and to set a look-back period for any part-time employees. Once these factors are determined, further planning will be arranged. Mr. Madden suggested that this new approach to healthcare may also be a burden for employees; Mr. Mueller suggested that it could change how part-time employees are hired in the future.

Mr. Walder reported that he would attend the Safety Council meeting on May 3, 2013 acting as the Executive Representative for Russell Township.

Mr. Mueller made the motion to approve Fiscal Officer Charles Walder as Executive Representative to the Safety Council on May 3, 2013, for the purposes of Safety Council attendance requirements. Mr. Madden seconded the motion and it passed unanimously.

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COMMENTS FROM THE PUBLIC WERE RECEIVED.

UNFINISHED BUSINESS: Mr. Dickinson suggested that the idea of a Single Waste Hauler be taken into consideration again. He proposed that a telephone survey, conducted by Cleveland State University, be implemented to convey an understanding of public opinion on this idea. He suggested that he look for grants to pay for the survey. Mr. Mueller said he would only be interested in the idea of a Single Waste Hauler if at least 51% of those surveyed were in favor of it. Mr. Madden suggested that they look into regionalizing the idea of a Single Waste Hauler so that multiple townships could benefit. Before any more discussion of this issue, Mr. Dickinson will first need to research and obtain grants as to not spend any Township money.

BELLE VERNON CULVERT: In regards to the flooding to properties on Belle Vernon and the culverts put there, Mr. Walder reported that even with the addition of another pipe, the culvert would still be considered a culvert by the County and therefore would remain the responsibility of the Township due to measurement factors. However, Mr. Madden reported that regardless of the size or the new addition of another pipe, the ODNR examined the issue and determined that it would continue to be an issue even with the addition of another pipe. He then pointed to the upstream dam as a major source of concern. Mr. Mueller said that without a spillway, the dam may be breached and flooding would occur again. Mr. Dickinson explained that originally the County wanted Russell Township to put in an additional culvert pipe for \$60,000; however, after examination, the County now agrees that what is there does meet all the requirements. The current culverts are fully functional. Mr. Madden suggested that more investigation needs to be done.

NEW BUSINESS:

NORTHWOOD ROAD DAM PROJECT: Christina Znidarsic from Chagrin River Watershed Partners reported that a property owner is experiencing bank loss from the failing dam very close to her home; the owner's house may experience great damage if nothing is done to remove the existing, non-functional dam. Ms. Znidarsic proposed that Russell Township apply for an Ohio EPA grant 319 that would cover the costs of resolving this issue; the Township would have no fiscal responsibility in the matter but serve as the fiscal agent. Mr. Dickinson suggested that the decision be held off to a further meeting so as to take more consideration into this issue; he requested information regarding the other downstream properties effect from the dam removal. Mr. Mueller suggested that the property owner be well-advised to place large rocks adjacent to her property to slow down the erosion process of her land. Mr. Walder suggested that Ms. Znidarsic speak with Russell Road Superintendent, Gene Layne, regarding a nearby culvert which would be washed out should the old dam fail.

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CSU CONTRACT EXTENSION: Mr. Mueller made the motion to extend the effective period of the Land Use Survey Contract with Cleveland State University from April 30, 2013 to June 30, 2013. Mr. Madden seconded the motion and it passed unanimously.

MEMORIAL DAY PARKING: Fairmount Center for the Arts is arranging to have an event scheduled on May 19th. The event was set at 4:00 P.M. which would interfere with parking for the Township's Memorial observance. If the Fairmount Center for the Arts cannot change the time of their event, other possible parking options will have to be considered including parking in the cemetery or providing a bus shuttle from a nearby baseball field. Parking on Township Property will not be available to Fairmount Center patrons between 3 P.M. to 5 P.M. on May 19th. Fairmount Center for the Arts is working with the Historical Society to work out the details.

WESTERN RESERVE LAND CONSERVANCY: A resident living by the Land Conservancy appears to be installing a large black culvert possibly on or touching park property. This culvert's design suggests that its primary use may be for ATVs and other 4-wheelers to cross. The owner will be contacted about it and its use before further action will take place.

EXECUTIVE SESSION: Mr. Mueller made the motion to move into executive session to consider the compensation of personnel, pursuant to O.R.C. 121.22(G)(1) and in addition to prepare for negotiations with personnel concerning compensation, terms and conditions of employment, pursuant to O.R.C. 121.22(G)(4), and finally to consider the purchase of property for public purposes pursuant to O.R.C. 121.22(G)(2). Mr. Madden seconded the motion and it passed unanimously.

The meeting moved into executive session at 8:35 P.M.

Mr. Madden made the motion to return to regular session. Mr. Mueller seconded the motion and it passed unanimously.

The meeting moved into regular session at 9:31 P.M.

HIRE PART-TIME OFFICER: Mr. Madden made the motion based on Police Chief Carroll's recommendation: to hire Joseph Mariola as a part-time police officer and constable with the Russell Township Police Department. The conditions of employment are as follows: The official starting date to be May 1, 2013, based on the 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 3.5 year experience level on the part-time wage schedule. Equipment to be provided by the Russell Police Department as required pursuant to the agreement between Russell Township and the Ohio Patrolmen's Benevolent Association. Mr. Mueller seconded the motion and it passed unanimously.

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ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 4:30 P.M., Wednesday, May 1st, in the Russell Township Fire-Rescue Department.

Oil Recycling, 8 A.M.-10 A.M., Russell Township Maintenance Building. Accepting used motor oil and used hydraulic oil. Continues each 1st Saturday through October.

Appliance Collection, by GTSWMD, April 27, 9 A.M.-Noon, 12665 Merritt Rd. No televisions or electronics accepted.

Document Shredding Event, May 11th, 9 A.M.-Noon, Russell Township Recycling Center.

Household Hazardous Waste Collection, May 18th, 9 A.M.-Noon, Merritt Rd., Chardon.


Memorial Service scheduled for Sunday, May 19th, 2013 at Briar Hill.

Mr. Madden made the motion to adjourn the meeting. Mr. Mueller seconded the motion and it passed unanimously.

The meeting was adjourned at 9:37 P.M.



Jim Dickinson, Chairman



Chuck Walder, Fiscal Officer

Recorded by: B. Milite