

## RECORD OF PROCEEDINGS

MinuteTOWNSHIP TRUSTEES

REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held RUSSELL FIRE-RESCUE STATION7  
AUGUST ~~8~~<sup>7</sup>, 2013

Chairman Dickinson called the meeting to order at 4:30 P.M. Trustees Justin Madden and Jim Mueller were present. Fiscal Officer Charles Walder was present. Also present were the following department heads: Maintenance Superintendent Jack Gallagher, Road Superintendent Gene Layne, Police Chief Tim Carroll, Fire Chief John Frazier, and Zoning Inspector Ric Machnics.

**MINUTES:** *Mr. Madden made the motion to accept the minutes of the Regular Meeting held on July 22, 2013, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

**ZONING DEPARTMENT:** *Mr. Machnics reported that revisions of the Zoning Fee Schedule had been made and sent out to the Trustees; about every 5 years, revisions are made to keep in line with the surrounding townships. Mr. Mueller made the motion to accept the revised Zoning Fee Schedule based on the recommendations of the Zoning Inspector, effective September 1, 2013. Mr. Madden seconded the motion and it passed unanimously.*

**ROAD DEPARTMENT:** *Mr. Dickinson reported that there was a good response from the Road Paving Project, which was completed on-time, under budget, and with no formal complaints. A letter was presented to Gene Layne and Joe Cattell (Nick Gorris) thanking each for a job well done.*

**MAINTENANCE DEPARTMENT:** *On July 30, 2013, a letter was received from Maintenance Supervisor Jack Gallagher announcing his retirement after serving 23 yrs. His retirement is effective November 15, 2013.*

*Mr. Mueller made the motion to accept, with regrets, the resignation of Mr. John Gallagher from the employ of Russell Township, effective November 15, 2013. Mr. Madden seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT:** *Fire Chief Frazier reported that the Cleveland Clinic terminated its EMT program, so Mr. Thomas Kelly is to attend a similar program at University Hospital Geauga Medical Center for the same cost. Mr. Madden made the motion to enter into a Tuition Loan Agreement with Mr. Thomas Kelly regarding the costs associated with his University Hospital Geauga Medical Center EMT Paramedic Program training and certification. Mr. Mueller seconded the motion and it passed unanimously.*

Chief Frazier reported that two grants have been received; the first grant covers \$31,518.40 towards a new LifePak Defibrillator which will replace the current LifePak 12 Defibrillator that Physio-Control will no longer service. The Township is responsible for the copayment of \$1,593.40 towards the new defibrillator. The second grant allows for the purchase of a new intubator with more advanced technology than the Fire Department currently uses. Mr. Mueller noted that keeping up with current technology saves lives. Mr. Dickinson reported that Bainbridge, Munson, and Chester Township Fire Departments each sent letters to our



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Fire Department thanking them for their recent assistance to their own Fire Departments.

**POLICE DEPARTMENT:** Police Chief Carroll reported that he is still working on an ongoing generator issue at the Police Station. He indicated that Generac recommended replacing the motor and would sell one for the discounted price of \$4,000.00, excluding labor or shipping charges. Chief Carroll also reported that the Senior Games went really well and the attendance was very high.

Mr. Mueller reported that a grant for new police vests was received. Police Chief Carroll indicated that the grant matched 50 percent of the cost of the vests and that this grant had been used for several years.

**FISCAL OFFICER'S REPORT:** Mr. Walder reported that he had been in contact with several utility brokers. Although electric could not be looked at due to being under contract with NOPEC, the natural gas rates could be negotiated. Two brokers supplied estimates; HP Technologies offered the rate of 0.39/MCF, while Blue Flame Energy Services offered a rate of 0.59/MCF. Mr. Walder reported that some of the Township buildings had NOPEC for gas and that each had their own rate; there was no reference to a termination fee of the current natural gas carrier, but it was decided that Sheila Salem would review the contract wording to make sure that there were no other hidden penalties for termination. *Mr. Madden made the motion to accept the natural gas supplier contract submitted by HP Technologies Inc. pending the approval of the Geauga County Prosecutor's Office as to form and content. Mr. Mueller seconded the motion and it passed unanimously.*

**AUTOMATIC PAYMENTS: VENDOR APPROVAL:** A list of vendors was submitted that were suggested to be paid via automatic payments to avoid late penalties and charges; due to the timing of Trustee meetings and the necessity of having the Trustees sign each of the vendor's checks for payments, payments may not always be paid on or before the due date, resulting in penalties or late charges. The list of vendors includes: Verizon Wireless, Windstream, The Illuminating Company, Dominion East Ohio Gas, and the Public Employees Retirement System (PERS). The Bureau of Workers' Compensation was also suggested to be paid via credit card as they offer an early payment discount of 2 percent. Furthermore, with the use of a rewards-earning credit card, such as a cash back earning one, additional money or benefits may be accrued. *Mr. Mueller made the motion to accept the list of vendors approved for automatic payments, based on the recommendations of the Fiscal Officer. Mr. Madden seconded the motion and it passed unanimously.*

**HEALTH CARE RECOMMENDATIONS:** Health care policies renewed in 2014 will have to meet the Affordable Care Act's requirements; there will likely be increases in costs and decreases in services offered. However, early renewal on December 1, 2013 will grand-father the Township into the



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7  
AUGUST 27, 2013

current plan's services and pricing through November 2014. Early renewal will be discussed again in September once renewal rates are known.

**COMMENTS FROM THE PUBLIC WERE RECEIVED.**

**UNFINISHED BUSINESS: HEMLOCK TITLE SEARCH:** The Township performed a title search and learned that there are bankruptcy proceedings. Because of this, more research will be needed before we can take further action.

**CEMETERY FEE SCHEDULE:** The cemetery fee schedule was discussed along with allowing non-resident purchases of plots.

*Mr. Madden made the motion to accept the revised Cemetery Fee Schedule based on recommendation of the Fiscal Officer along with addition of non-resident purchases, effective September 1, 2013. Mr. Mueller seconded the motion and it passed unanimously.*

**SERVICE DEPARTMENT PLAN:** The Service Department plan was discussed; no action was taken at this time.

**RECYCLING CONTRACT AND OPPORTUNITIES:** A complaint was lodged with the Township by AbiBOW Recycling resulting in a meeting with their representative. In June 2013, the Township signed a 1-year contract with AbiBow which includes the recycling of paper, cardboard, aluminum, tin, steel cans, plastic (grades 1-7), and glass. Another recycling company, River Valley Recycling, is interested in collecting the Russell Recycling Center's paper and cardboard materials. River Valley recycling bins have been delivered to the Township and are not available for use until the vendor dilemma is resolved. Mr. Mueller will contact the Geauga-Trumbull Solid Waste Management District to discuss glass, plastic, and metal recycling issues. No further action was taken at this time.

**NEW BUSINESS: ALCOHOLIC BEVERAGE PERMIT RENEWAL:** There were no objections to the renewal of the Alcoholic Beverage Permit.

**FINANCE TOWN HALL MEETING:** The dates for the Finance Town Hall Meeting were discussed. It was decided that the tentative dates will be September 14<sup>th</sup> at 10 A.M. and September 24<sup>th</sup> at 7 P.M. to address any questions or concerns about the Township's finances before the absentee ballot goes out.

**REQUEST FOR USE OF TOWN HALL:** *Mr. Mueller made the motion to grant permission for Chagrin River Watershed Partners to use the Town Hall on August 22, 2013 from 6:30 P.M. - 9 P.M., subject to Township rules and regulations. Mr. Madden seconded the motion and it passed unanimously.*

**REQUEST FOR USE OF TOWN HALL:** *Mr. Madden made the motion to grant permission for the Hackamore Woods Home Owners*

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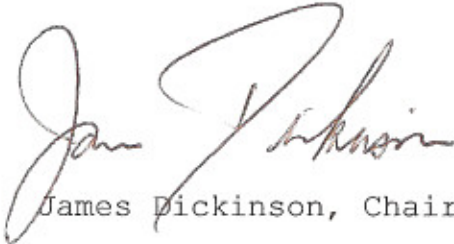
Held RUSSELL FIRE-RESCUE STATIONAUGUST <sup>7</sup>~~8~~ 2013

Association to use the Town Hall on September 26, 2013 from 6 P.M. - 9 P.M., subject to Township rules and regulations. Mr. Mueller seconded the motion and it passed unanimously.

**ANNOUNCEMENTS:** The next Trustees' meeting will be held at 7 P.M., Tuesday, August 20<sup>th</sup> in the Russell Town Hall.

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

The meeting was adjourned at 6:13 P.M.



James Dickinson, Chairman



Charles Walder, Fiscal Officer

Recorded by: B. Milite