

RUSSELL FIRE-RESCUE

NOVEMBER 06, 2013

Chairman Dickinson called the meeting to order at 4:30 PM. Trustee Justin Madden and Fiscal Officer Chuck Walder were present. The following department heads were also present: Police Chief Tim Carroll, Fire Chief John Frazier, Road Superintendent Gene Layne, and Zoning Inspector Ric Machnics.

**MINUTES:** *Mr. Madden made the motion to accept the minutes of the Regular Meeting held on October 16, 2013 as presented. Mr. Dickinson seconded the motion and it passed unanimously.*

The Special October 25<sup>th</sup> meeting minutes were tabled until the next meeting.

**QUARTERLY REPORTS:** *Mr. Madden made the motion to accept the third quarter departmental report from the Zoning Department. Mr. Dickinson seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT:** Fire Chief Frazier reported on the recent snow storm. He stated that he had to answer calls from the Sheriff's Office and had to add personnel. There were many electrical issues and trees damaged from the snow. He reported that despite the severity of the effects of the snow storm, no one was hurt and the Fire Department was able to rescue two dogs during the storm.

**POLICE DEPARTMENT:** Police Chief Tim Carroll thanked the residents for passing the Police levy.

Chief Carroll reported on the recent snow storm; he stated that the Police Department was able to get through the storm without any major difficulties.

Chief Carroll reported that two donations were received for the Police Department. *Mr. Madden made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$25 donation to the Police Department. Mr. Dickinson seconded the motion and it passed unanimously.*

*Mr. Madden made the motion to approve the use of the \$25 donation for the Police Department at the discretion of the Police Chief. Mr. Dickinson seconded the motion and it passed unanimously.*

*Mr. Madden made the motion, based on the Fiscal Officer's recommendation, to accept the \$100 donation to the Police Department. Mr. Dickinson seconded the motion and it passed unanimously.*

*Mr. Madden made the motion to approve the use of the \$100 donation for the Police Department at the discretion of the Police Chief. Mr. Dickinson seconded the motion and it passed unanimously.*

Chief Carroll reported that the Police Department and Fire Department performed a crisis drill at Westwood Elementary and went well.

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Chief Carroll reported that the Police Department applied for the Justice Assistance Grant for \$20,000 to purchase new computers. The township would have to match \$2,000 for this grant.

**ROAD DEPARTMENT:** Road Superintendent Gene Layne reported that the 2014 road project proposals are ready to be submitted. In addition to resurfacing Hemlock Point Road, the department will strive to expand the project by adding two small roads near Hemlock Point: Stillwater Drive and Larkspur Lane. Mr. Walder stated that he will provide wording for an escape clause for the projects to give the Township flexibility in case the projects need to be terminated or altered.

*Mr. Madden made the motion to send to the County Engineer for review, the proposed road projects for 2014 as recommended by the Road Department Superintendent. Mr. Dickinson seconded the motion and it passed unanimously.*

Mr. Layne reported that ODOT will be resurfacing State Route 87 from Auburn Road to State Route 306 starting in February and closures and delays are to be expected. Mr. Layne intends to attend the preconstruction meeting to find out further details on this project.

**ZONING DEPARTMENT:** Mr. Machnics reported that the Zoning Department is slowing down again this time of year. He reported that he spoke with Dr. Kinstle who was adamant about not doing anything this year in regards to fixing his property. Mr. Machnics reported that the Kinstle property is dangerous and has alerted the Building Department and Health Department who will generate a report to him on the condition and opinion of the property.

**ZONING COMMISSION-REAPPOINTMENT OF BRUCE MURPHY:** *Mr. Madden made the motion that Bruce Murphy be reappointed to a full 5-year term on the Zoning Commission commencing January 1, 2014. Mr. Dickinson seconded the motion and it passed unanimously.*

**FISCAL OFFICER'S REPORT:** Mr. Walder reported that the Unified Accounting Network is waiving its \$50/month fee for the Township for installing the recent software and hardware without assistance from them.

Mr. Walder stated that the final draft of the Township's Policy Manual still needs to be reviewed so that the project can come to a close. Mr. Walder reported that the employees will need to be notified soon about the changes coming in 2014; he will start with drafting a memo concerning the health care premium changes and employee contributions.

Mr. Walder reported that the next Geauga Township Association meeting will be on Wednesday, November 13 at 7 PM.

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**COMMENTS FROM THE PUBLIC WERE RECEIVED AND ACCEPTED.**

**BZA APPLICANT:** One applicant applied for the Board of Zoning Appeals position. The Trustees will schedule an interview with the applicant at the earliest convenience.

**SCOTT PROPERTY:** Communication was received from Annette Scott stating that she will retrieve her personal items from the structure on Hemlock Point Road; Assistant County Prosecutor Sheila Salem reported that in communication with Ms. Scott, she had also reported that she had found all the titles for the junk cars on the property. On the advice of the Ms. Salem, Ms. Scott has been granted until the deadline of November 15<sup>th</sup> to remove these items. Quotes are being obtained for the cost of razing of the structure; EA group will provide the names of contractors who are able to perform the demolition. A concern for this project is that there may be asbestos inside the structure.

**OPTICOM SIGNAL PROPOSAL:** Mr. Walder reported that the Opticom Signal project is on hold for the Township until other townships get involved. Chester Township was spearheading the project, but due to recent changes in the governing body and administration, the project has not progressed. Mr. Walder stated that he is willing to spearhead the project for the Township once he sees if other communities are interested. He further stated that Chester and Gates Mills would directly benefit our services if involved. Fire Chief Frazier suggested looking into a grant opportunity that just opened up but requires a lot of legwork.

**OHIO HORSEMEN'S COUNCIL:** Mr. Dickinson reported that he and the Ohio Horsemen's Council will be meeting up in the near future to walk the Upper Chagrin Preserve and to scout for ATV trails.

**HERITAGE HOME PROGRAM:** Mr. Dickinson reported that there has been positive feedback received on the Heritage Home Program. The program would cost the Township \$2600 a year and Russell Township would be the first community in Geauga County to join the program. Mr. Madden reported that this program would directly benefit homeowners as well as their neighbors as upgrades to the old homes will increase property values. Mr. Dickinson reported that many projects are eligible for funding through this program, including upgrades to outdated septic systems. The decision for joining the program will be further discussed at the next meeting.

**ELECTION RECAP:** Mr. Walder reported that all of the levies except for the Cemetery Levy passed. However, the General Fund still benefits from the other departments levies passing and the Township will have to be more vigilant about cemetery expenditures. There is still an opportunity to revisit the Cemetery levy in the future.

**STORM DAMAGE ASSISTANCE:** After much thought and debate, the

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Trustees decided that the Township cannot offer storm damage assistance and debris/branches removal. Mr. Walder stated that although the Township really would like to do something, it would be too expensive to service the whole Township and it was not budgeted for. The Township is sympathetic that everyone was affected by the storm; Mr. Madden reported that he would be available to offer advice in assisting residents in finding ways to clear debris and branches leftover from the storm.

**UAN YEAR END TRAINING:** *Mr. Madden made the motion to approve reasonable and necessary expenses for two people to attend the UAN end of year training to be held in Columbus December 12-13, 2013. Mr. Dickinson seconded the motion and it passed unanimously.*

**2014 LEASES:** *Mr. Madden 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, 2014. Mr. Dickinson seconded the motion and it passed unanimously.*

**DOGGY WASTE STATION:** *Mr. Madden made the motion to approve the doggy waste station on the corner lot of S.R. 306 and S.R. 87 to be purchased and maintained by the Silver Creek Veterinary Clinic. Mr. Dickinson seconded the motion and it passed unanimously.*

**COSE MEMBERSHIP RENEWAL:** *Mr. Madden made the motion to approve the payment of the annual membership dues to COSE for an amount of \$450.00. Mr. Dickinson seconded the motion and it passed unanimously.*

**RETIREMENT:** The acceptance of the resignation of Trustee Jim Dickinson was tabled until the next meeting.

**ANNOUNCEMENTS:** The next regular Trustees' meeting will be held at 7 PM, Wednesday, November 20<sup>th</sup> in the Russell Township Fire-Rescue Department.

**EXECUTIVE SESSION:** *Mr. Madden made the motion to enter into executive session, pursuant to ORC 121.22G(1), for discussion of employment and hiring of personnell. Mr. Dickinson seconded the motion and it passed unanimously.*

The Trustees entered executive session at 5:32 PM.

*Mr. Madden made the motion to return to Regular session. Mr. Dickinson seconded the motion and it passed unanimously.*

The meeting returned to regular session at 5:52 PM.

*Mr. Madden made the motion to hire Michael McIvor as a full time police officer starting at the salary of \$30.09 per hour upon the receipt of all paperwork. Mr. Dickinson seconded the motion and it passed unanimously.*

**PURCHASE ORDERS WERE APPROVED AS ATTACHED.**

TOWNSHIP TRUSTEES

REGULAR

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

The meeting was adjourned at 6:12 PM.

James Dickinson, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite