

RUSSELL FIRE-RESCUE STA

JANUARY 16, 2013

Chairman James Dickinson called the meeting to order at 7:02 p.m. Trustees Justin Madden and James Mueller were present. Maintenance Superintendent Jack Gallagher was also present. Mr. Layne and Mr. Machnics were both excused due to illness.

QUARTERLY REPORTS: *Mr. Mueller made the motion to accept the 4th Quarter 2012 departmental reports from the Fire, Police, Maintenance, Road, & Zoning departments. Mr. Madden seconded the motion and it passed unanimously.*

MAINTENANCE DEPARTMENT: Mr. Gallagher reported that he is taking the opportunity provided by good weather to remove the holiday decorations. Mr. Gallagher will talk to the County and ask for information about the sewer plans. Mr. Mueller observed that the Recycling Center is soft in the back perhaps due to the thaw. Mr. Gallagher will look into patching the area in the spring and getting prices for improvements to the Trustees in July.

HEALTH INSURANCE RENEWAL: Mr. Sean Sprouse, of Burnham and Flower Agency, presented information on the health insurance options. He estimated that expenses would rise 4.61%. One neighboring village received a 17% healthcare cost increase. Family health forms are not yet complete. Until all forms are turned in the plan cannot be finalized. Mr. Sprouse identified the significant changes in healthcare reform for 2014. He stressed that wellness programs adopted by the Township would reduce reimbursements. If the Trustees wish to restructure the insurance plan incentives can be add through the wellness programs. Mr. Mueller noted that the costs for health insurance are the same as they were 4 years ago. Mr. Dickinson asked questions about the possibility of having both an HSA and an HRA. Mr. Sprouse explained that a dual administration would be required for the HSA/HRA plan. The plan requires a lot of employee education. Given a \$2,500.00 deductible, the first \$1250 would be HSA money belonging to the employee. This encourages the employee not to turn immediately to expensive clinics. This first \$1250 is HSA money, a fixed expense to the Township. The second \$1250 is the HRA money. Mr. Dickinson requested quantitative information on potential HSA/HRA plan savings based on the claims history of the Township. Mrs. Heck recommends leaving the plan alone as the costs are minimal and the employees know how to use the plan. *Mr. Mueller made the motion to approve the following Insurance coverage for Russell Township officials and full-time employees for the year 2013 and January 2014: Medical/Hospitalization - FMHP HRA P2500 MMRx Life Insurance - COSE Standard Life Insurance Co. Dental Insurance - Delta Dental Vision Insurance - Vision Services Plan* Mr. Madden seconded the motion and it passed unanimously.

FISCAL OFFICE AID: Ms. Sheila Salem recommended that a previous action of the Board be amended so that Mrs. Heck is hired not as a consultant but as a part-time temporary employee. Mrs. Heck was about to experience penalties associated with her retirement pay due to her new consultant position. No other changes in rate of pay or maximum cost are necessary. *Mr. Mueller made the motion that, per the request of Mr. Charles Walder, it is advisable and necessary to hire Mrs. Gerri Heck as a part-time temporary employee at*

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the rate of \$25.00 per hour with a maximum cost of \$5,000.00, for the purpose of assisting the new Deputy Fiscal Officer to learn his duties and responsibilities in the transition. Mr. Madden seconded the motion and it passed unanimously.

BANKING RESOLUTION: *Mr. Mueller made the motion to approve Resolution 2013-3, a Resolution identifying and authorizing official signatures of named agents for Russell Township to the Township's Financial Institution, the Middlefield Banking Company. Mr. Madden seconded the motion and it passed unanimously.*

ROAD DEPARTMENT - ROAD PROJECTS: *Mr. Madden moved to approve Resolution 2013-02, a Resolution of Convenience and Necessity for the Improvement of Various Roads, which authorizes the Geauga County Engineer to prepare engineering plans for the improvement of the entire lengths of Marden Road (TR 161), James Drive (TR 318), Benner Drive (TR 319), Riverside Drive (TR 334), Sugar Tree Drive (TR 335), Crestview Drive (TR 562), Whispering Pines Drive (TR 585), North Ridge Drive (TR 817), and Fawn Court (TR 818). Mr. Mueller seconded the motion and it passed unanimously.*

POLICE DONATION: *Mr. Madden made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the \$250.00 donation to the Police Department. Mr. Mueller seconded the motion and it passed unanimously. Mr. Madden made the motion to approve the use of the \$250.00 donation for the Police Department at the discretion of the Police Chief. Mr. Mueller seconded the motion and it passed unanimously.*

IRS MILEAGE RATE: *The IRS has announced that effective January 1, 2013, the standard mileage rate for business usage will increase from \$0.555 per mile to \$0.565 per mile.*

PER DIEM: *The reimbursement for travel food expenses has been at \$30 per day for many years. Mrs. Heck asked if the Trustees would like to increase the allowed food amount to \$40. A brief discussion was held. The food allowance will be left at \$30 per day as it is a minor expense that is rarely incurred. The food expense does not present a hardship.*

COMMENTS FROM THE PUBLIC

DRILLING RESOLUTION: *Mr. Mueller and Mr. Dickinson both made modifications to the resolution template provided by Ms. Jess Shaner of Frack Free Geauga. Mr. Dickinson explained that one of his revisions was to add a provision about costs to the Township. Mr. Dickinson read his version of the oil and gas drilling resolution aloud. Mr. Mueller made the motion to approve Resolution 2013-4, a Resolution Seeking the Return of Control of Oil and Gas Extraction to Local Governments. Mr. Madden seconded the motion and it passed unanimously.*

TRUSTEES' MEETING SCHEDULE: *The Trustees will continue to hold their business meetings on the first and third Wednesday of each month. However, the time of the first meeting of the month (the 1st Wednesday) will change to 4:30 p.m. The change is being made in an effort to accommodate residents who do not wish to attend night time meetings. Mr. Mueller*

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explained that we are here to serve the public. Whatever serves their needs is important. Mr. Dickinson pointed out that Township Trustees are part time employees. He does not want the hours required for the job to discourage a possible future Trustee from running for office. Mr. Madden stated that the retired demographic of Russell Township may like the afternoon meetings. Further, Mr. Madden is in favor of the department heads attending meetings during their work day. Resident attendance at the 7 p.m. meetings is usually minimal. *Mr. Madden made the motion to approve the time change for the first meeting of each month from 7 p.m. to 4:30 p.m. Mr. Mueller seconded the motion and it passed unanimously.*

SCOTT PROPERTY: A second letter to Mr. Mihalsin will be prepared. Mr. Mihalsin will be requested to proceed with the building inspection of the residence on Hemlock Point Road.

REQUEST FOR USE OF TOWNSHIP PROPERTIES: *Mr. Mueller made the motion to grant permission for Rescue Village to use the Road Garage parking area from 5 pm to 10 pm on June 22, 2013, subject to Township rules and regulations. Mr. Madden seconded the motion and it passed unanimously.*

REQUEST FOR USE OF TOWNSHIP PROPERTIES: *Mr. Madden made the motion to grant permission for the Chagrin River Watershed Partners to use the Town Hall from 6:30 pm to 9 pm on January 30, 2013, subject to Township rules and regulations. Mr. Mueller seconded the motion and it passed unanimously.*

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 4:30 p.m., Wednesday, February 6th, in the Russell Township Fire-Rescue Department.

The Geauga County Commissioners will hold a Public Hearing on the Sewer Project (SR 87 & SR 306) at 7 pm on January 31, 2013 in the Town Hall.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
35-2013	Background check	\$ 30.00
36-2013	OPWC loan payments	49,847.08
37-2013	Principal/interest Fire Bond	186,800.00
38-2013	Principal/interest Road Anticip Note	150,220.00
39-2013	Real estate tax	1,646.08
40-2013	Dental premiums	20,760.12
41-2013	Vision insurance premiums	6,251.64
42-2013	LEADS Terminal Access fee	3,000.00
43-2013	Medical insurance premium	269,903.76
44-2013	Life insurance premium	3,266.04

Bills were approved as presented and drawn for same.

Mr. Madden made the motion to adjourn. Mr. Mueller seconded the motion and it passed. The meeting adjourned at 8:05 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer