

RUSSELL FIRE-RESCUE STATION

FEBRUARY 2, 2011

Chairman James Dickinson called the meeting to order at 7:00 p.m. Trustees James Mueller and Kristina Port were present. Mr. Dickinson welcomed guests.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Ms. Port moved to accept the minutes of the regular meeting held on January 19, 2011 as presented. Mr. Mueller seconded the motion and it passed unanimously.*

ANNUAL REPORTS: *Mr. Mueller moved to acknowledge receipt of the 2010 annual departmental reports from the Fire, Police, Maintenance, Road and Zoning departments. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Mueller moved to acknowledge receipt of the January 2011 monthly departmental reports from the Fire, Police, Maintenance, Road and Zoning departments. Ms. Port seconded the motion and it passed unanimously.*

POLICE DEPARTMENT DONATIONS: *Ms. Port moved, based on the Fiscal Officer's recommendation, that the Board of Trustees accept donations of \$320.00 to the Police Department. Mr. Mueller seconded the motion and it passed unanimously.*

FIRE DEPARTMENT DONATIONS: *Mr. Mueller moved, based on the Fiscal Officer's recommendation, that the Board of Trustees accept donations of \$1,920.00 to the Fire Department. Ms. Port seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the donations for the benefit of the Fire and Police Departments staff at the discretion of the department heads. Ms. Port seconded the motion and it passed unanimously.

Mr. Dickinson asked letters to send to each donor acknowledging the donation.

COMMENTS WERE TAKEN FROM THE PUBLIC

HIRING PART-TIME EMPLOYEE: *Mrs. Heck explained that it is necessary to hire a part-time employee to assist in the duties of the Fiscal Officer's office. Mr. Mueller made the motion to hire Joan Windnagel as part-time clerical help on an as needed basis in the Fiscal Officer's office. Ms. Windnagel will work under the direction of the Fiscal Officer, the Assistant to the Fiscal Officer, or upon special need of the Trustees. Ms. Windnagel has been the Fiscal Officer for Chardon Township for the past 15 years. She will be hired at beginning step for part-time clerical compensation schedule up to an amount of \$2,500.00. Ms. Port seconded the motion and it passed unanimously.*

CRWP 2011 MEMBERSHIP DUES: *An invoice for membership to the Chagrin River Watershed has been received. Ms. Port said that this organization has helped the Township apply for the Lake Erie Protection Grant and has been a help to the Township with other projects. Mr. Dickinson said he is impressed with quality of the work they have done. Port made the motion to*

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approve the payment of \$3,245.45 to the Chagrin River Watershed Partners, Inc. for the 2011 membership dues. Mr. Mueller seconded the motion and it passed unanimously.

NOPEC GRANT: Mr. Dickinson asked Ms. Port how work was progressing on the NOPEC grant application. She said people have been through the buildings and made some recommendations.

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to discuss preparing for bargaining sessions with public employees concerning compensation and terms and conditions of their employment, pursuant to O.R.C. 121.22 (G) (4). Ms. Port seconded the motion and it passed unanimously.*

The meeting moved into executive session at 7:32 p.m. with Police Chief Timothy Carroll. *Mr. Mueller made the motion to move back into regular session and Ms. Port seconded the motion and it passed unanimously* and the meeting reconvened into regular session at 7:55 p.m.

Police Chief Carroll asked for permission to lend an old analog radio to the Chagrin Falls Police Dept until this fall when they will be getting new radios.

ANNOUNCEMENTS:

On Saturday, February 5, 2011, at 10:00 a.m. in the Town Hall, the Trustees will host a public meeting to discuss noise pollution and regulation in the Township. Residents are encouraged to attend.

The regular Trustees' meeting scheduled for Wednesday, February 16, 2011 has been cancelled.

The next regular Trustees' meeting will be held at 7:30 p.m., Wednesday, February 23, in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
39-2011	Front spring repair on #42	\$1,100.00
40-2011	Remove tree on Birchmont	\$ 500.00
41-2011	Rear spring repair on #66	\$ 900.00
42-2011	Hepatitis B vaccinations	\$ 720.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port, the meeting was adjourned at 8:00 p.m. The motion passed unanimously.

Respectfully submitted,

James Dickinson, Chairman

Gerri Heck, Fiscal Officer