

RUSSELL FIRE-RESCUE STATION

August 17, 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 Chief John Frazier, Road Superintendent Gene Layne, and Maintenance Superintendent Jack Gallagher.

The Pledge was said.

MONTHLY REPORTS: *Ms. Port made the motion to accept the July 2011 monthly departmental reports from the Maintenance and Police departments. Mr. Mueller seconded the motion and it passed unanimously.*

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

FIRE DEPARTMENT: Chief Frazier reported that an AED had been purchased and installed in the Town Hall. Training is going to be offered to the Road Department employees and to Home Owners Associations members who regularly use the Town Hall for meetings.

The fire tanker is back in service after only six days of down time for transmission repair.

MAINTENANCE DEPT.: Mr. Gallagher reported that it has been difficult to mow due to the frequent rains. His mowers keep getting stuck just like in early spring. Mr. Gallagher reported that the floor in the Town Hall was refinished recently.

ROAD DEPT.: Mr. Layne stated that bids for salt came in ten dollars lower per ton.

COMMUNICATIONS ADVISOR: Mr. Dickinson is preparing a job description for the position of Communications Advisor. The job description needs to be approved before a position can be advertised.

CURBSIDE COLLECTION: The Trustees chose not to send a newsletter in the regular mail advertising the Curbside Collection. They requested that an email newsletter be sent out and an insert be placed in the Chagrin Valley Times newspaper to Russell subscribers. *Mr. Mueller made the motion to authorize \$150.00 for an 8½"x11" insert into Chagrin Valley Times newspaper. Ms. Port seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

LOCKMILLER CEMETERY ISSUE: Ms. Mobilia has drafted a letter to Mrs. Lockmiller with the Trustees suggestion of expanding the boundaries of Section 68. The letter also offers to put Lot 12 in Mrs. Lockmiller's name. Mr. Gallagher and Mr. Layne expressed concern that there may already be graves in the aisle. Gene Layne will probe the aisles and Section 68, Lot 12.

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ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, September 7th, in the Russell Township Fire-Rescue Station.

PURCHASE ORDERS:

136-2011 Rebuild 4336 Transmission \$ 8,550.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Mueller and seconded by Ms. Port the meeting adjourned at 7:35 p.m.

James Dickinson, Chairman

Gerri Heck, Fiscal Officer
Recorded by: M. Palmer