

RUSSELL FIRE-RESCUE STATION

AUGUST 18, 2010

Chairman James Mueller called the meeting to order at 7:05 p.m. Trustees James Dickinson and Kristina Port were present. Mr. Mueller welcomed guests, and department head Fire Chief John Frazier. Mr. Mueller explained that Police Chief Timothy Carroll was excused from the meeting.

The Pledge was said.

REGULAR TRUSTEES MEETING MINUTES: *Mr. Dickinson moved to accept the minutes of July 21, 2010, as presented. Ms. Port seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Ms. Port moved to accept the June 2010, monthly departmental reports from the Fire, Maintenance, Police, Road and Zoning Departments. Mr. Dickinson seconded the motion and it passed unanimously.*

MONTHLY REPORTS: *Mr. Dickinson moved to acknowledge receipt of the July, 2010, monthly departmental reports from the Fire, Maintenance, Police, Road and Zoning Departments. Ms. Port seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief Frazier presented a Tuition Loan Agreement between the Township Trustees and Mitchell Plunk, who is enrolled at Auburn Career Center for paramedic training and certification. Chief Frazier explained that Mr. Plunk expects to finish the training by December 2010. Chief Frazier further explained that, to date, Mr. Plunk has been with the Russell Fire-Rescue Department for six years. A discussion regarding the tuition agreement followed and Mr. Mueller explained the tuition agreement details. *Mr. Dickinson made the motion to enter into a Tuition Loan Agreement with Mr. Mitchell Plunk to compensate him for the costs of his paramedic training and certification. Mr. Mueller seconded the motion and it passed unanimously.*

EASEMENT IN HACKAMORE WOODS SUBDIVISION: Mr. Dickinson asked Chief Frazier if he had any new information regarding the easement area, near the pond, in the Hackamore Woods Subdivision near the Miller and Stanforth properties. Chief Frazier said he met with Mrs. Stanforth. Chief Frazier explained that he will investigate the sewer line(s) in the area and he will meet with Mr. and/or Mrs. Miller and discuss the various options with them. Several options regarding the easement were discussed between Chief Frazier and the Trustees. It was decided that the subject would be discussed during a future meeting, after Chief Frazier investigates the sewer line(s) in the area and meets with Mr. and/or Mrs. Miller.

NOPEC GRANT: Maintenance Superintendent Jack Gallagher was appointed as the point person for the NOPEC grant project. Kristina Port is to assist Mr. Gallagher.

FISCAL OFFICER - INTERFUND TRANSFER REQUEST: Mrs. Heck explained an interfund transfer is necessary within the Fire Fund for a recent repair to an ambulance. *Mr. Dickinson made the motion to approve the following transfer within the Fire Fund: of \$5,000 from 2111-760-750-0050 Motor Vehicles to 2111-220-323-0000 Vehicle Repairs. Ms. Port seconded the motion and it passed unanimously.*

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FISCAL OFFICER - RED RAIDER REPAVING PROJECT: Mrs. Heck presented a change order from The Shelly Company, regarding the Red Raider Repaving Project. Mrs. Heck explained that the original bid amount has been reduced, along with some job changes and the contract has been reduced. *Ms. Port made the motion to approve the change order to The Shelly Company for the Red Raider Subdivision repaving project as recommended by the Geauga County Engineer. Mr. Dickinson seconded the motion and it passed unanimously.*

COMMENTS WERE TAKEN FROM THE PUBLIC

FISCAL OFFICER - SUSAN BAKER'S VACATION HOURS: Mrs. Heck explained that Mrs. Baker has requested to extend the use of her accumulated vacation hours to the end of this December. Ms. Port asked Mrs. Heck to bring a copy of the Township policy regarding employees' vacation hours to the next meeting so the Trustees could review the policy; in order to assure this type of situation will not happen in the future. *Ms. Port made the motion to approve extending the use of vacation hours for Susan Baker until December 31, 2010. Mr. Dickinson seconded the motion and it passed unanimously.*

FISCAL OFFICER - TOWNSHIP BANKING: Mrs. Heck made the announcement that all banking accounts with Huntington Bank have been closed; thus completing the transition of switching the Township bank account to Middlefield Banking Company. The Trustees thanked Mrs. Heck for her efforts.

GEAUGA-TRUMBULL SOLID WASTE MANAGEMENT DISTRICT - RENEWAL OF THE ANNUAL RECYCLING CONTRACT: Mrs. Heck presented the recycling contract from Geauga-Trumbull Solid Waste Management District. *Mr. Dickinson made the motion to renew and sign the Geauga-Trumbull Solid Waste Management fixed site recycling contract. Ms. Port seconded the motion and it passed unanimously.*

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 7:00 p.m., Wednesday, September 1, in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS: were approved for:

Number	Purpose	Amount
137-2010	Clear Span Salt Storage Bldg	\$5,276.05
138-2010	Concrete Ingots Clear Span Bldg	\$2,024.00
139-2010	T&N/PO Repair/Repaint #4351	\$ 806.31
140-2010	T&N/PO Rewire Cab #4321	\$1,700.00
141-2010	Paramedic Program - Plunk	\$5,023.00

Bills were approved as presented and drawn for same.

Upon the motion of Mr. Dickinson and seconded by Mr. Mueller, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

TOWNSHIP TRUSTEES

REGULAR SESSION

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James Mueller, Chairman

Gerri Heck, Fiscal Officer