

RUSSELL FIRE-RESCUE STATION

June 4, 2014

Chairman Madden called the meeting to order at 1:00 PM. Trustees Gary Gabram, Justin Madden, and Jim Mueller were present. Also present was Fiscal Officer Charles Walder. The following department heads were present: Zoning Inspector Ric Machnics, Road Superintendent Gene Layne, Fire Chief John Frazier, and Police Chief Tim Carroll.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on May 21, 2014, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

ZONING DEPARTMENT: Zoning Inspector Ric Machnics reported that there has been a recent increase in people making zoning inquiries. He also reported that he has received good feedback regarding the demolition of the Kinstle property structure that the Trustee's staff performed.

ROAD DEPARTMENT: Road Superintendent Gene Layne reported that 153 tires were collected at the Scrap Tire Collection.

The Road Department will be putting together a public auction to dispose of the township's unused and unnecessary items. Mr. Layne suggested employing a public auctioneer who will handle the whole auction.

Two quotes were discussed to replace the township signs. Mr. Layne proposed using Willowleaf Studios to create the township signs at their quote of \$4250 for 2 signs. Mr. Layne indicated that Willowleaf had created the Road Department sign several years ago and it still looks new. Differences were noted with the quotes received. *Mr. Mueller made the motion to approve the expenditure of no more than \$4500.00 to Willowleaf Studios for township signs. Mr. Gabram seconded the motion and it passed unanimously.*

SEWER TIE-INS: Four estimates were received for sewer tie-ins at the administration building, town hall, and old fire station. *Mr. Gabram made the motion to approve the estimate from Quality Excavating for an amount of 36,130.00 to perform the sewer tie-ins, and pump installation for the Russell Township owned properties. Mr. Mueller seconded the motion and it passed unanimously.*

POLICE DEPARTMENT: Chief Tim Carroll announced that the Valley Enforcement Group accepted Gates Mills.

Chief Carroll also reported that he will meet with the West Geauga school staff in August to give Alice Training.

FIRE DEPARTMENT-PERSONNEL POLICY MANUAL REVISION: *Mr. Gabram made the motion, at the recommendation of the Fire Chief, to approve the revision to the Personnel Policy Manual section 6.02.02(B), Overtime (Fire Protection/Emergency Medical Personnel. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER: Mr. Walder suggested setting the 2015 Budget Hearing date to July 2, 2014. A quorum is necessary.

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CERTIFICATE OF NEED: *Mr. Mueller moved to approve that Certificate of Need, Resolution Number 2014-10, for the renewal of a 2.75 mill levy, for the Road Department. Mr. Gabram seconded the motion and it passed unanimously.*

RESOLUTION 2014-11: INSIDE MILLAGE: *Mr. Mueller moved to approve Resolution Number 2014-11, for the redirection of 0.05 mills inside millage from the Park District to the General Fund for 2015. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED AND ACCEPTED.

TRUSTEE MEETING TIME CHANGE: *Mr. Mueller made the motion to approve the time change for Trustee meetings so the first meeting of the month, held on the first Wednesday, will begin at 1 p.m.; and the second meeting of the month, held on the third Wednesday, will begin at 5:30 p.m. Mr. Gabram seconded the motion and it passed unanimously.*

MONTHLY ACH TRANSFER: *Mr. Gabram made the motion, at the recommendation of the Fiscal Officer, to approve the use of ACH transfers for Paycor expenses. Mr. Mueller seconded the motion and it passed unanimously.*

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

Mr. Mueller made the motion to adjourn. Mr. Gabram seconded the motion and it passed unanimously.

The meeting was adjourned at 1:40 PM.

Justin Madden, Chairman

Charles Walder, Fiscal Officer

Recorded by: B. Milite