

Held _____ 20_____

Chairman Madden called the meeting to order at 5:30 pm. Trustee Gabram and Trustee Mueller were present. Also present was Fiscal Officer Karen Walder.

The following Department Heads were present: Chief John Frazier, and Police Chief Timothy Carroll.

PERSONNEL CHANGES: Chairman Madden announced the resignations of Assistant to the Fiscal Officer Brittany Milite, Zoning Secretary Jennell Dahlhausen, and Cemetery Sexton Mary Mobilia. Mr. Madden thanked them for their service to the residents of Russell Township.

QUARTERLY REPORTS: *Mr. Mueller made the motion to accept the 2nd Quarter 2018 reports from the Fire, Police, Road and Zoning Departments. Mr. Gabram seconded the motion and it passed unanimously.*

FIRE DEPARTMENT: Chief John Frazier advised the Board that Mr. Jeffrey Stanczyk, Jr. successfully completed the Paramedic Program training and requested that the Board approve that Mr. Jeffrey Stanczyk, Jr. move to Part-time Paramedic.

*Mr. Gabram made the motion to approve the move of Mr. Jeffrey Stanczyk, Jr. from **EMT (1 years Exp)** to **Part-time Paramedic (Start)**, per Salary Schedule #28, due to his successful completion of the Paramedic Program, effective **July 1, 2018**. Mr. Mueller seconded the motion and it passed unanimously.*

ROAD DEPARTMENT: Fiscal Officer Karen Walder reported that preconstruction meetings have been scheduled by the County Engineer for two Road projects: The **Replacement of the Pekin Road Culvert**, and **Asphalt Resurfacing of Various Roads**. Ms. Walder conveyed that Road Superintendent Gene Layne plans to attend the preconstruction meetings.

FISCAL OFFICER: Ms. Walder advised that Board that the State of Ohio Audit, for Fiscal Year 2016 and Fiscal Year 2017, is scheduled to begin August 13, 2018, and the Auditor's estimate that the audit will take two to three weeks to complete. Ms. Walder also advised that since she has never been through an Audit, she would like to bring in a person familiar with the process to assist on a part time basis during the Audit.

FISCAL OFFICE PART-TIME HELP: *Mr. Gabram made the motion, at the recommendation of the Fiscal Officer, to authorize the expenditure of funds necessary to employ a **part-time, temporary Fiscal Officer Assistant**, reporting to the Fiscal Officer, at the rate not to exceed \$20.00 per hour, effective **July 18, 2018**. Mr. Mueller seconded the motion and it passed unanimously.*

FISCAL OFFICER'S OFFICE HOURS: Ms. Walder announced that due vacation schedules, the Fiscal Officer's Office will have special hours posted on the entry door of the Office, for the period July 23, 2018 through July 31, 2018.

COMMENTS FROM THE PUBLIC WERE RECEIVED

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED

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

BEAR GRAPHICS 800 325 8443

RUSSELL FIRE-RESCUE STATION

JULY 18, 2018

Held _____ 20 _____

The meeting was adjourned at 5:40 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Dorka