

RUSSELL COMMUNITY ROOM

January 29, 2026

The meeting was called to order at 5:30 p.m. Trustees Hare, Port and Heutmaker were present.

The Fiscal Officer was absent.

The following Department Heads were present: Police Chief Swaidner, and Police Lieutenant Lillash.

The Pledge of Allegiance was said.

CLERK PRO TEM: In the absence of a Fiscal Officer, Board of Trustees Chair Chris Hare appoints Jennifer Dorka to serve as clerk pro tem.

ADP INVOICE: The board discussed the invoice received from ADP for services to the Russell Police Department. The Board noted that the APA recused herself from questions that the Board had about the contract with ADP. The Board discussed retaining outside council due to contract language questions, the contract states all invoices are to be paid within thirty days or services can be terminated, but there is a sixty-day dispute window for all invoices. The Board discussed the invoice being billed to the Russell Police Department and the Police Department not being a client of ADP.

The Board would like to see the quarterly invoice from ADP to the Board of Trustees to see if any of the line items on the bill are being repeated or the Board is being double billed for services. There are services listed on the bill that the Board didn't request.

At this time the Board has many unanswered questions and is not comfortable paying this invoice at this time, and they will reach out to ADP for clarification on the invoice.

Mrs. Heutmaker made the motion to decline payment of the invoice received from ADP to the Russell Police Department at this time. Ms. Port seconded the motion, and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

Mr. Hare made the motion to adjourn. Mrs. Heutmaker seconded the motion, and it passed unanimously.

The meeting was adjourned at 6:28 p.m.

Chris Hare, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka