

RUSSELL TOWN HALL

June 11, 2023

The Chair, Ms. Port called the meeting to order at 12:03 pm. Trustees Mueller was present. Fiscal Officer Karen Walder and the Board Administrator were also present.

The following Department Head was present: Fire Chief John Frazier, Assistant Fire Chief's Nick Sambula, and Sam Brown.

The Pledge of Allegiance was said.

FISCAL: Mrs. Walder started the workshop in the "all" section of the budget binders and noted the Fire Department fund numbers.

Mrs. Walder moved to the "revenue" page to show the revenue forecast for 2025. She also noted that the ambulance billing revenue forecast is one hundred seventy-eight thousand dollars.

Trustee Rambo attended at 12:06 pm.

The Fiscal Officer noted to the Board that the total expenditures for the Fire Department were down in 2023 compared to 2021 and 2022. Mrs. Walder went over the ClearGov requests for 2025 with the Board.

FIRE: Mr. Mueller asked about the condition of the concrete apron at the Fire Department, and the Chief advised that the Road Department made some repairs last year, but it needs replaced. Mr. Rambo asked if the new ambulance had started to be built yet, and the Chief updated the Board that the work for it had been started and he is still waiting on confirmation about the chassis. The next vehicle to be replaced will also be an ambulance which is scheduled for 2029, and the Board was advised that it will also need a three-year lead time.

The Board discussed the insurance claim that is being issued for the 1996 ambulance that will be totaled. The Fire Department would like to use that money to purchase a brush truck which was scheduled for 2025. The Board was in favor of moving the purchase up a year and using the funds from the totaled vehicle for a new brush truck and suggested that the Department will need an additional twenty thousand for the purchase of the truck.

The Board discussed that the salaries budgeted for 2025 were based on the current part-time employees for the department. The Chief advised he would like to implement the study for full-time employees in 2025 and possibly go to the voters for a levy in fall of 2025 for the 2026 budget.

Mrs. Walder told the Board that the Fire Department's cash reserves at the end of 2025 are in a good place, they are also the most solvent department from a budget standpoint.

The Board moved to reserve funds and noted that the building reserve funding was down for 2025, and that the vehicle reserve wasn't funded at all in 2024 or 2025. Mrs. Walder suggested that lease purchase options be considered for future large purchases for the department.

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Mr. Mueller asked how the reimbursement for ambulance runs was handled. The Chief advised that house bill 388 changed the way ambulance billing was collected and now they receive higher amounts and are projected for 150 runs this year which is higher than originally projected. The Chief advised the Board that calls have been steady all year.

Ms. Port asked the Chief about the Townships ISO rating. He advised that the Township is a III and IIIY. Areas with water are a III and areas without are an A. Having the Townships hydrants certified will help with the overall rating and classification for the Township, this would have to be done by a civil engineer and approved by ISO. The Board asked how much of a benefit it would be and the Chief guessed about thirty percent but that depends on the reevaluation. He is not sure what this would cost the have done. The Chief noted that there were about twenty-five dry hydrants in the Township.

Mrs. Walder asked if the department planned on any revenue from sale of assets in 2025. The Chief advised that the department doesn't sell many vehicles or equipment, but he will send her an email with any estimates he can think of.

Ms. Port advised the Fire Department that there is the possibility of reducing one of his levies and giving the tax break to the residents again in 2025, and if a Fire Department levy is chosen the General Fund will supply the Fire Department with the funding the levy is reduced by.

Assistant Chef Sam Brown listed some of the Fire Department accomplishments since he and Assistant Chief Nick Sambula were promoted. They include; keeping good response times, training four hundred and nineteen students, hosting four CPR classes, implementing and using ClearGov, completing a CMS audit, the department migrated to Office 365, they created a matrix for station responsibilities, SOP and SOG were updated, , there have been four new hires and six new certifications doe firefighter blue cards, the medical director has changed, multiple certifications for employees, received the Lifeline Gold Award for the 3rd year, conducted joint fire training with Chagrin Falls, Auburn & Munson, received joint training on electrical hazards with the Police department, and key equipment in the ambulances have been replaced.

The Board asked about a purchase order the department had for pet masks, and the chief advised that there were more pet victims in fires than people.

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

The meeting was adjourned at 1:11 pm.

Kristina Port, Chair

Karen Walder, Fiscal Officer

Recorded by: J. Dorka