

RUSSELL FIRE-RESCUE STATION

March 13, 2018

Chairman Madden called the meeting to order at 3:00 pm. Trustee Gabram and Mueller were present. Fiscal Officer Charles Walder and Trustee Assistant Melissa Palmer were also present.

LIFE INSURANCE: *Mr. Mueller made the motion to authorize Fiscal Officer Charles Walder to change life insurance provider from OPEC to FNA Wealth Management (Colonial Life) with rates and tiers as presented in the spreadsheet dated March 12, 2018, to be effective April 1, 2018. Mr. Gabram seconded the motion and it passed unanimously.*

SAFE HARBOR POLICY MANUAL ADDITION: Policy manual changes over the last 18 months were incorporated into the formal Policy Manual along with a recommended safe harbor paragraph to address employees working outside of regular office hours and the requirements of employee documentation and supervisor approval surrounding that activity.

Mr. Gabram made the motion to add section 8.02(F), as presented in the email dated March 9, 2018, as a revision to the Russell Personnel Policy Manual effective March 13, 2018. Mr. Mueller seconded the motion and it passed unanimously.

PERSONNEL POLICY MANUAL: REVISED: *Mr. Gabram made the motion to accept the Russell Personnel Policy Manual, revised February 4, 2018 by Clemans Nelson & Associates, effective March 13, 2018. Mr. Mueller seconded the motion and it passed unanimously.*

CJ LANDSCAPE: *Mr. Gabram made the motion, based on the Fiscal Officer's recommendation, to approve the CJ Landscape LLC contract for the 2018 season at the prices indicated on the Landscape Worksheet 2018. Mr. Mueller seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to authorize Fiscal Officer Charles Walder to sign and execute the CJ Landscape LLC contract for 2018. Mr. Gabram seconded the motion and it passed unanimously.

COMMENTS FROM THE PUBLIC WERE RECEIVED.

EXECUTIVE SESSION: *Mr. Gabram made the motion to move into executive session to consider the appointment of a Public Official pursuant to ORC 121.22(G)(1). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 3:16 pm.

Mr. Mueller made the motion to return to regular session. Mr. Gabram seconded the motion and it passed unanimously.

The meeting moved into regular session at 4:00 pm.

PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.

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

The meeting was adjourned at 4:05 pm.