

RUSSELL FIRE-RESCUE STATION

May 16, 2018

Chairman Madden called the meeting to order at 5:30 pm. Trustees Gabram and Mueller were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were also present.

The following Department Heads were present: Fire Chief John Frazier.

MINUTES: *Mr. Gabram made the motion to accept the minutes of the Regular Meeting held on May 2, 2018, as presented. Mr. Mueller seconded the motion and it passed unanimously.*

MINUTES: *Mr. Mueller made the motion to accept the minutes of the Special Meeting held on May 8, 2018, as presented. Mr. Gabram seconded the motion and it passed unanimously.*

PEKIN CULVERT PROJECT RESOLUTION: The County Engineer will advertise for bids which will be opened on June 11 at the Russell Township Administration Building.

Mr. Mueller moved to approve Resolution 2018-13: A Resolution to Order the Improvement of Pekin Road (TR 144, Section C) in Russell Township and the accompanying specifications prepared by the County Engineer. Mr. Gabram seconded the motion and it passed unanimously.

FIRE DEPARTMENT HIRE: *Mr. Gabram made the motion to hire Mr. Noah Wilson as a part-time firefighter/EMT at the beginning rate per salary schedule 28, effective June 1, 2018, pending the completion of all paperwork with the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

Chief Frazier advised the Trustees that the Fire Department is training in "Stop the Bleed" program and they will be holding training for the public also.

Chief Frazier advised the Trustees that the construction of the Fire Tender started 17 days ago and has an estimated delivery time of mid July.

ACCEPT DONATION: *Mr. Mueller made the motion, based on the Fiscal Officer's recommendation, that the Board of Trustees accepts the donation from Anna Morgan of \$25.00 to the Police Department. Mr. Gabram seconded the motion and it passed unanimously.*

Mr. Mueller made the motion to approve the use of the \$25.00 donation for the Police Department at the discretion of the Police Chief. Mr. Gabram seconded the motion and it passed unanimously.

FISCAL OFFICE: Fiscal Officer Karen Walder advised the Trustees that dates needed to be scheduled for the 2019 Budget Workshops with the township departments.

NOPEC GRANT: *Mr. Mueller made the motion authorizing Fiscal Officer Karen Walder to execute, sign, and fulfill the obligations and requirements for a NOPEC Energized Community (NEC) grant of \$20,060.00. Mr. Gabram seconded the motion and it passed unanimously.*

COMMENTS FROM THE PUBLIC WERE RECEIVED.

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511 PARK: Mr. Mueller would like the Trustees to give the 511 Park Board money to get them supplies such as a P.O. Box, stationary, insurance, and other items that the board needs to get started. Mr. Madden asked Mr. Podojil to submit an estimate of funds that are needed and what the funds are going to be used for.

V.A. MEMORIAL: Rob Morgan presented a proposal to the Trustees for the design work, along with concept sketches of the V.A. Memorial. He advised the Trustees that the first steps are a survey and some electrical work, but would like to start the project this summer.

PERSONNEL POLICY MANUAL: REVISED: *Mr. Gabram made the motion to adopt the update to the Russell Personnel Policy Manual, as revised by Clemans Nelson & Associates. Mr. Mueller seconded the motion and it passed unanimously.*

ASSIGNMENT AGREEMENT FORMS: *Mr. Mueller made the motion to sign and execute the health and medical information Assignment Agreements between township employees, spouses, and dependents (Assignors) and the Russell Township Board of Trustees (Assignees). Mr. Gabram seconded the motion and it passed unanimously.*

EXECUTIVE SESSION: *Mr. Mueller made the motion to move into executive session to consider the purchase of property for public purpose pursuant to ORC 121.22(G)(2). Mr. Gabram seconded the motion and it passed unanimously.*

The meeting moved into executive session at 6:15 pm.

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

The meeting moved into regular session at 6:56 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 6:57 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Dorka