

RECORD OF PROCEEDINGS

MinuteTOWNSHIP TRUSTEES

REGULAR SESSION

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

HeldRUSSELL FIRE-RESCUE STATION

February 20, 2013

Chairman Jim Dickinson called the meeting to order at 7:00PM. Trustee Jim Mueller was present. Mr. Madden was absent because a work commitment. Police Chief Carroll was present for the first part of the meeting.

MINUTES: Mr. Mueller made the motion to accept the minutes of the Regular Meeting held on February 6, 2013, as presented. Mr. Dickinson seconded the motion and it passed unanimously.

POLICE DEPT.: Police Chief Tim Carroll recommended that Scott McDermott be promoted to Lieutenant in the Russell Township Police Department. He has been a member of the Police Department since 1989. He has done a wonderful job. From 1997 - 1999 he served as a detective. He was promoted to Sergeant and has been in charge of scheduling and training and in charge of many public safety programs. Mr. Mueller made the motion to accept Police Chief Carroll's recommendation and promote Sergeant Scott McDermott to the position of Lieutenant and Constable in the Russell Township Police Department. The promotion is effective March 1, 2013. Pay scale for Lieutenant McDermott will be \$74,725.76 per annum. Mr. Dickinson seconded the motion and it passed unanimously. The oath was administered by Mr. Dickinson.

RESOLUTION 2013-6: Mr. Mueller made the motion to pass Resolution 2013-6: A Resolution of Appreciation upon the Retirement of Russell Township Fiscal Officer Gerri Heck. Mr. Dickinson seconded the motion and it passed unanimously.

ANNUAL REPORTS: Mr. Mueller made the motion to accept the 2012 annual departmental reports from the Fire, Police, Maintenance, Road, and Zoning departments. Mr. Dickinson seconded the motion and it passed unanimously.

FISCAL OFFICER: Mr. Walder suggested new ideas to improve the efficiency and accuracy of the offices through bringing back employee evaluation forms as recommended by the Clemans Nelson Co. and suggesting the implementation of electronic communication to reduce the amount of paper used. Mr. Dickinson said that emails will help filter mail. Mr. Mueller suggested that email subjects be flagged as "urgent" so no important documents get overlooked.

The Fiscal Officer also announced that the County Certificate of Permanent Appropriation was received

COMMENTS FROM PUBLIC: Comments from the public were received.

PROJECT PLANNER: The project planner needs to be updated. Mr. Dickinson and Mr. Mueller will identify the status of tasks each wanted to handle. The tasks should be reviewed and redistributed to even the workload if necessary.

15279 HEMLOCK POINT ROAD PROPERTY: A letter, received February 12, 2013 from Ms. Annette Scott, stated that by July 2013, the outside of the structure would be repaired.

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Mr. Dickinson stated that he would like to have a firmer timeline of the completion of the project. Mr. Mueller said that there were also several cars parked on the property. These vehicles were part of an ongoing zoning violation as well. It was discussed that a copy of a contract Ms. Scott signed with the Amish crew working on her property as well as a building permit be obtained. The next step is writing a letter to Ms. Scott requesting this information as well as a more comprehensive timeline of completion of this project and remediation of the zoning violations.

WEST GAUGA COMMUNITY JOINT RECREATION DISTRICT: Mr. Mueller made the motion to reappoint Mr. Rick Izant to the West Gauga Community Joint Recreation District Board for the three year term ending April 2016. Mr. Dickinson seconded the motion and it passed unanimously.

LOCAL GOVERNMENT OFFICIALS' CONFERENCE: Mr. Walder suggested that the Fiscal Officer, the Assistant to the Fiscal Officer, and the Administrative Assistant should attend the Local Government Officials' Conference as it pertains to new budget guidelines that each would be directly involved with.

Mr. Mueller made the motion to approve reasonable and necessary expenses for Mr. Walder, Mrs. Susan Baker, and Ms. Brittany Milite, to attend the Local Government Officials' Conference, April 3-4, 2013 in Columbus. Mr. Dickinson seconded the motion and it passed unanimously.

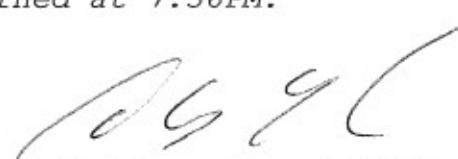
CEI/ASPLUNDH TREE CUTTING: Vegetation trimming on Fairmount Road has been implemented in order to reduce brownouts caused by trees and large vegetation interfering with power lines. Any tree marked with an "X" will be removed and brush will be cut. Herbicides will also be used. Residents have already called and complained about the use of such chemicals and are worried about its effect on the drinking water. As this is such a delicate issue, a letter will be drafted to Asplundh requesting that the company use the absolute minimum of herbicides and chemicals for this project on township properties.

ANNOUNCEMENTS: The next regular Trustees' meeting will be held at 4:30 PM, Wednesday, March 6, in the Russell Township Fire-Rescue Department.

PURCHASE ORDERS AND BILLS were presented and approved as attached

Upon the motion of Mr. Mueller and seconded by Mr. Dickinson, the meeting was adjourned at 7:36PM.

James Dickinson, Chairman


 Chuck Walder, Fiscal Officer

 Recorded by: B. Milite
G. Heck