

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING MINUTES
1/15/2020

Chad Ashbaugh, Chairman called the Rushcreek Township Trustee Board meeting to order at 7:00 p.m.

Pledge to American Flag

Roll Call: Chad; Present Lisa; Present Tim; Present
Nancy; Present Will; Present

MINUTES

The minutes from the January 8, 2020 Organizational/Regular Meeting were presented for approval. Lisa made a motion to dispense with the reading of the minutes as the Trustees have reviewed them prior to the meeting. Tim seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

RECOGNITION OF VISITORS

Laurie Withem, Vernon Sheets, Earl Lehman, Bill Myers

Mr. Vernon Sheets was present and addressed the board regarding a land split that he intends to make on his property on West Point Road. He has spoken with our Zoning Inspector and with Regional Planning but wanted to make his intentions known to the Trustees.

REPORTS

Fire Department

Fire and EMS runs for the period 1/1-1/14, 2020: 21 EMS 12 Transports 3 Fire
Mutual Aid Received 1 Mutual Aid Given 4

Will had a question regarding sick time accrual for the full time fire department employees. Lisa explained that currently our handbook is being reviewed by the Prosecuting Attorney's office to approve any changes or additions that were requested. Currently, sick leave is accrued at 4 hours per pay period by the road department and will also be accrued at the same rate by the full time fire department employees.

Zoning

No zoning permits have been issued since last meeting.

Road

Chad reported that the Road Department has been patching pot holes and cutting brush.

Consent Agenda Section

The Fiscal Officer recommends that the Board of Trustees take action on the following financial items:

Warrants #41794-41813 in the amount of \$5,949.31 were presented for approval.

Chad made a motion to pay the bills and Tim seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$2,250.00.

Tim made a motion to approve the request for expenditures for the next period, Lisa seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

OLD BUSINESS

Frontier Communication issue on Heyd Road – Lisa reported that she has not been able to locate any of the paperwork from when the initial complaint was made. She will continue to work on this issue.

OP&F requires that the 4 new full time fire department employees get physicals-\$247 and a stress test-\$225 for a total of \$472 per employee. The employees and Chief Duvall would like for the Trustees to consider covering the cost of the tests that are required by OP&F. Will reasoned that even though it is indeed costly, we will most likely not be paying for 4 employees at one time again. Tim stated that most companies cover these types of tests as part of their benefit packages. After much discussion, Tim made a motion for the Township to pay for the entire cost of the physicals and stress tests at a cost of \$472 per employee. Lisa seconded the motion.

Roll Call: Chad, No; Lisa, No; Tim, Yea.

Lisa made a motion for the Township to pay for the stress tests (\$225) of the four full time fire department employees to qualify them for OP&F and thereby enter into a Memorandum of Understanding “MOU” with Fairfield Medical Center to provide this service effective with the signing of the MOU tonight for a period of one year. Chad seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

The following 2020 Stone Bid was presented for review and approval.

The Rushcreek Township Trustees are accepting sealed bids for various sizes & amounts of stone delivered to 213 Marietta St., Bremen, OH. Stone & trucking priced separately. Contract valid through February 26, 2021. Bids must include current BWC certification, unless owner/operator, and proof of insurance. Bid opening will be held February 19, 2020 at 7pm. Inquiries:740-569-7181 Ext. #11. Rushcreek Township Trustees reserves the right to reject any or all bids.

The 2020 Stone Bid will be published in the Town Crier and will be posted on the Township's website.

Chad made a motion to approve Resolution #2020-06 appointing Craig Dennis to fill Tim Thomas' vacated position of the Zoning Board of Appeals. Tim seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

Bill Myers agreed to assume the Alternate Position on the Zoning Board of Appeals.

Lisa requested that the Foremost Grant file be returned to the Township so that she can complete the paperwork. She also reminded Chief Duvall that a meeting needs to be scheduled to thank Foremost publically for their support.

Hand Microphones

Chief Duvall reported that a couple of the firefighters/EMT's have purchased their own microphones. Lisa commented that the budget is going to be tight and that maybe the microphones could have been figured into the grant money that was received for the Marcs radios.

Will indicated that the number of radios is determined by the number of seats in the emergency vehicles. Will further commented that Rushcreek Township Fire Department did a good job at using the money provided by the grant by having the least amount spent out of pocket.

Lisa reminded him that it's important to be aware of spending because small expenditures can add up quickly.

Nancy reminded Will that all Active Shooter Grant invoices must have the carryover PO #30-2019 clearly noted on them.

NEW BUSINESS

The updated Tax Estimates for the 2019 Re-Appraisals Values were made to the Revenue Budget for 2020 and sent to the Fairfield County Auditor. Amended Official Certificate of Estimated Resources #1 was received today from the Fairfield County Auditor in the total amount of \$4,326,113.32.

Volunteer Firefighters' Dependents Fund 2019 Current Assessed Valuation Form has been completed and needs to be signed and returned. The Township/Fire Department are required to elect five members to sit on the board. Will Duvall and Jordan Irwin will represent the fire department, Lisa Burnworth and Tim Thomas will represent the Township and they appointed Nancy Mathias to fill the fifth seat. Chief Duvall will be the Chairman and Lisa will be the secretary.

Presented the Ohio Department of Transportation "2019 Township Highway System Mileage Certificate" for approval and signatures.

MECC Regional Council of Governments Agreement - this agreement was brought up for discussion. Will reported that he and Tim has discussed it prior to tonight's meeting and will continue to work on it.

Fiscal Officer would like to schedule a Work Session to prepare 2020 appropriation changes to move into Permanent Appropriations at the 2/5/2020 meeting. January 23, 2020 at 7:30 am was suggested as a

tentative date and time. All Trustees and Chief Duvall agreed so a notice will be placed in both the Town Crier and on the Township's web page.

EXECUTIVE SESSION

Chad made a motion to move into Executive Session to discuss a personnel matter in accordance with Section 121.22 of the ORC, Item G.1., to consider compensation of a public employee or official. Lisa seconded the motion.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.

Executive Session began at 7:45 p.m. and ended at 8:28 p.m. with all members returning to regular session.

In order to comply with FLSA requirements, Chief Duvall is considered a non-exempt employee and will immediately be changed from a salaried employee to an hourly employee.

It was discovered during year end procedures that an employee was credited with 16 extra hours of vacation time while going from 2018 into 2019. The Trustees agree that the hours need to be deducted from his total hours. The fiscal officer will make the correction to the employee's records and make him aware of the error.

ADJOURNMENT

Moved by Chad, seconded by Tim that the meeting be adjourned at 8:30.

Roll Call: Chad, Yea; Lisa, Yea; Tim, Yea.