

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
01/18/2017

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 8:32am leading with the Pledge of Allegiance dedicating it to the military who defend this nation and the law enforcement who protect our freedoms. Those in attendance in addition to Hart were: Dave Myers, Trustee; Bill Myers, Trustee; Connie Moyer, Fiscal Officer; Robert Suer, Road Superintendent; and Will Duvall, Fire Chief. Hart asked that all cell phones be muted along with all fire radios except the Chief and Road Superintendent.

Visitors

Earl Lehman, Marvin Plank, Chad Ashbaugh, Lori Smith

Work Session

The following announcements were sent to the Eagle Gazette and placed on the website on December 23rd: *Rushcreek Township Board of Trustees will hold a Work Session on January 5th at 8am. The purpose of the meeting is to have a walk-through of the fire department with Seifert Construction with regards to the renovation project. The meeting will be held at the firehouse, 201 Marietta Street, Bremen.* Attending the work session were Chief Duvall, John Seifert, Dave Myers, and Bill Myers. John laid out the preliminary plans with the first stages evaluated. Everything will be handled according to the plans unless there is a Change Work Order approved by the Architect and the Board of Trustees.

Minutes

The minutes of the January 4th regular board meeting and the Special Board meeting of January 10th were presented to the Trustees for approval. Bill made a motion to dispense with the reading of the minutes because the Trustees had reviewed them prior to the meeting and approve the minutes, Dave seconded the motion. Roll Call: Dave, yes; Bill, yes; Hart, aye. Hart reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website www.rushcreektwp.org.

Treasurer's Report

EFT #35-2017 – #70-2017 and Warrants #40554-#40564 in the amounts of \$20,581.37 were presented to the Trustees for signatures. Bill made a motion to pay the bills and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Amanda Clearcreek School System repealed the school district income tax effective January 1, 2017. One [Rushcreek Township] employee received this deduction who did not report the repeal to the office. Therefore a warrant was issued refunding the amount and proper paperwork was given to the Supervisor to have the employee complete.

Road Superintendent Suer presented the Board with a list of expenditures for the next period in the amount of \$3,600.00. Dave made a motion to approve the list of expenditures and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Fire Chief Duvall presented the Board with a list of expenditures for the next period in the amount of \$3,450.00. Bill made a motion to approve the list of expenditures and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Business

Chief Will Duvall reported the following:

- 355 pounds of protected department documents older than seven years were taken to Fairfield Community Action's recycle program. This action meets the requirements of the township records retention policy. This will be done on an annual basis.
- Requested a decision on approving the renewal with Aladtec on the Firehouse Manager Service at a renewal of \$2,095.00. As reported in previous meetings, this is the online service that the Firefighters Association paid the first year as a trial to see if the department would benefit from

the service. Chief Duvall has recommended that the contract be renewed. Time keeping is included in the software.

Dave made a motion to approve the renewal contract service with Aladtec on the Firehouse Manager Service at a cost of \$2,095.00 and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

This conversation led into the Trustees discussing hiring an outside service to provide records and its impact of records retention with regard to storing these records in the "cloud" as part of Aladtec's procedures. Rushcreek Township maintains a record retention policy however with the addition of the "cloud" Hart agreed to check with legal counsel to receive guidance. Connie is to check with the Auditor's office however she stated that the Auditor always defers to the Prosecuting Attorney's advice.

- Met with Kelly Architectural Service and John Seifert on January 11th regarding the state plans on the renovation project. The original plans did not include a sprinkler system which is mandatory. The State Permit was received but due to the building having a roof over a roof this mandated the sprinkler. The footprint of the firehouse is 10,000sq.ft. and with the attic it adds an additional 7,500sq.ft. Because the attic is not heated it will require a "Dry Sprinkler System" which requires more ongoing maintenance. However, all avenues will be researched by the architect and the board will await his recommendation.
- Signage is needed for public notification on the temporary location of the fire personnel during the renovation at an estimated cost of \$250.00. This includes signage on the firehouse wall facing Marietta, firehouse wall facing Mulberry, and the temporary housing at 127 Mulberry.

Bill made a motion to approve the cost of the signage up to \$250.00 and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

- Runs during the last pay period were: 13 EMS which includes 9 transports and 2 fire runs.

Road Superintendent Robert Suer reported the following:

- Crew plowed and treated all roads after light snow event.
- Both dump trucks were serviced in-house including oil change, filters, and chassis greased.
- Four roads were closed for a short period of time after a high wind event resulting in two days of chipping and cleaning brush along township roads.
- Portions of the township yard has been staked and flagged for placement of the fence. Oops has done a site inspection and we have received approval to dig. Weather permitting work will begin this month.
- A project has started at the intersection of Pleasantview and Durbin Run roads to improve visibility in both directions approaching Pleasantview from Durbin Run. The County Engineer did a site inspection providing his recommendations. Rushcreek Township will follow the County Engineer's recommendations which are guided by the Ohio Revised Code.

On behalf of Rushcreek Township Board of Trustees, Hart thanked Bob for his service and expressed his gratitude.

Connie reported the following:

- Time change notices were sent to the Eagle Gazette on January 6th and posted on the Township website.
- Ohio Insurance Services Agency provided the new benefit summary for employee's health insurance which was distributed to the Trustees.
- Expressed her sadness to see Bob leave.

Trustee Reports

Dave – Reviewed payroll, worked with the road crew on brush and tree clean-up after the wind storm. Dave stated that even though Bob and him have had their good days and bad days they seem to have always worked it out. He appreciated all of the work that Bob has done during the time he has been employed at the Township. He will be missed!!

Bill – Nothing to Report however he added that in addition to reviewing payroll he also wished to express his gratitude to Bob for serving the Township during his twelve years as a Trustee.

Hart – Nothing to Report

At 9:17am Bill Myers made a motion to enter into Executive Session under ORC 121.22(G)(1) to consider the employment of a public employee and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Hart advised the public that the Board needed to discuss details of hiring an individual and that once those details have been established the Board could come back into open session.

Executive Session Ended: 11:19am.

Open Session Began: 11:19am.

Bill made a motion to offer the new hire \$18.15 per hour with the Township providing payment in full on a health insurance policy for the employee. The employer will provide \$2,800 contribution into the Health Savings Account managed by Ohio Public Entity Consortium. Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

The Trustees asked Hart to advise the potential new hire.

Meeting Adjourned: 11:21am.