

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
02/01/2017

Hart Van Horn, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:03pm 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: Bill Myers, Trustee; Dave Myers, Trustee; Connie Moyer, Fiscal Officer; Doug Hintz, Road Superintendent; and Will Duvall, Fire Chief. Hart asked that all cell phones be muted along with all fire radios except the Chief's and Road Superintendent.

Hart introduced Doug Hintz who is Rushcreek Township's new Road Superintendent. He commented on Doug's broad experience in areas of land development, project coordination, interfacing with multiple agencies and field supervision. We look forward to continuing the improvements of the townships roads that have been in the past few years.

Visitors

Robert Suer, Ray Stemen, Chad Ashbaugh, Earl Lehman, Tracy Shahan, Mary Hoffman

Minutes

The minutes of the January 18th Regular Meeting and the January 22nd Special Meeting 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, Hart 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 #71-2017 - #108-2017 and Warrants #40565 - #40582 in the amounts of \$53,751.57 along with the January bank reconciliation were presented to the Trustees for signatures. The Trustees were informed that this included February 1st payroll and withholdings. Dave made a motion to pay the bills and Bill seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Purchase Order #32-2017 was presented to the Board for signatures.

Road Superintendent Hintz presented the Board with a list of expenditures for the next period in the amount of \$1,100.00. 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 \$4,150.00**. Bill made a motion to approve the list of expenditures and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Included in the expenditure request is a training request submitted from K. Joe Walton to attend Emergency First Responder Course which started January 25th at Marion Township Fire Department at a cost of \$400.00. This training is being sponsored by Marion Township which will provide Mr. Walton with a Basic Life Support and allow him to transport with an EMT. Mr. Walton has been very faithful during his many years at Bremen-Rushcreek and Chief Duvall felt the \$400.00 investment was money well spent. Paperwork was submitted to the Board for their approval. Hart stated that the Board supports continuing education; however he wished to see better documentation on training. He asked about how this training fit the department's training objective and plan. None could be offered. The Township has invested around \$3,000 for continuing education including the 24/7 program. The Department has training officers and these individuals need to be responsible to have an organized managed plan for training that the Board wishes to be implemented. Hart wanted his reservations to be noted. The training contract will need signed and executed prior to issuing payment. **Bill made a motion to provide \$400.00 for Joe Walton to attend Emergency First Responder Course at Marion Township Fire Department and Dave

seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Chief Duvall was instructed to get the contract executed with the original to the Fiscal Officer.

Hart asked Chief Duvall to provide details on the hydro-stat testing of the SCBA equipment. Chief Duvall explained that the Department received twenty tanks from the FEMA grant and then at a later time, the second wave of twenty tanks, which separates the testing times. Therefore, the expenditure request is for the first wave of tanks.

Business

Fire Chief Duvall reported the following:

- Runs during the last pay period were: 12 EMS which includes 6 transports and 3 fire runs.
- Attended the Chief's monthly MEC meeting at Truro Township on January 26th.
- The telephone and internet has been installed at 127 Mulberry Street.
- American Electric Power completed an evaluation and has determined that an update is necessary for the three-phase service. AEP provides the labor however the customer is responsible for the equipment. Approximate cost of the equipment and installation of inside equipment and labor (by Seifert) is \$3,000.00. Chief Duvall requested permission to proceed with this additional item. Hart reported that he has been in close contact with Seifert Construction who suggested that the switch gear will give the support for additional equipment in the future that may be purchased. Cost of electric should be lowered using the three-phase equipment. Bill made a motion to include the upgrade of electrical work not to exceed \$3,000.00 to be paid out of the Capital Improvement Fund and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Road Superintendent Doug Hintz reported the following:

- The project on Durbin Run and Pleasantview Roads are near completion except for some grading, seeding, & mulching. This project has opened the area eliminating site restrictions. Weather will determine the progress of the project.
- 3 Tons of cold mix was applied to chip/seal roads.
- The parking lot at 127 Mulberry Street has been leveled and stoned. The base had settled requiring additional attention.
- Gravel roads had #304 stone used to patch holes then #57 stone was applied to dress the roads.
- South Bethel was graded and stoned.
- Gates were installed at the Township yard along with some fence posts being set. The Village permit restricted the fence height to six foot, therefore the bottom 12 inches of the seven foot fence will be buried as the fence is erected. This project will be ongoing as time allows but hopefully completed by early summer.
- One estimate has been submitted on the barn roof repair/replacement. At least two more will be obtained prior to submission to the Board.
- The backhoe has 1,000 hours and is due for routine service. Southeastern Equipment provided a quote of \$2,539.91 which includes a cost of \$600.00 for transporting the backhoe to the shop and returning. Should the project be done in-house, three different types of oil will be needed along with 8 or 9 filters. Case suggested synthetic oil. Doug asked the Trustees how they wished to proceed.

Dave stated there could be contaminants in the oil however he felt it could be done in-house. There are companies that samples could be sent to for an analysis. Bill stated he does this type of work for a living and he would be more than happy to help. Chief Duvall advised that they might check with Southeastern because in some cases performing the maintenance work can void a warranty. Doug was advised to contact Southeastern get the matter clarified prior to proceeding.

- Soon the 2017 Freightliner will need inspected for placement of the controls and other items that were involved in the ordering. A Township representative will need to take the specs to the company and evaluate the order to insure the truck is being built to specifications. Bob Suer explained that the unit is at Gledhill, Galion Ohio on the assembly line and should be ready for the evaluation within a week to ten days. They will be calling the Township to advise when it will be ready for inspection. Doug and Dave agreed to handle the inspection.

- All 50% weight reduction signs have been installed on chip seal roads.
- Seeking guidance again on disposal of the Kodak Dump Truck. What equipment does the Trustees wish to be removed and direction on how to proceed? Bill stated he would like to think about it and wait till the new truck is closer to delivery. Bob Suer explained that the vehicle is out of service due to unsafe tires.

Connie reported the following:

- The firefighters received a thank you note from the Bremen Food Pantry for their help.
- Working on combining some of the real estate parcels and applying for an exemption on the 127 Mulberry Street property.
- Fairfield County Commissioners have approved Resolution 2017-01.24.n authorizing us to post weight reduction signs for the maximum allowable weight reduction of 50% on both County and Township roads. The legal date to post these signs is February 2nd.
- The Trustees are looking into renewal of health insurance benefits for the full-time employees. The semi-annual bill was received and in order to keep the policy from lapsing, the agent was asked to provide a bill for one month in order for the evaluation to be completed. The employees were given notice of possible changes.

Trustee Reports

Dave – Nothing to report

Bill – Advised he spoke with Charlie Hockman who agreed to serve as a representative on Rushcreek Township Zoning Board of Appeals. Charlie also agreed to represent Rushcreek Township on the Fairfield County Regional Planning Commission. Connie informed Bill that he did not inform her of the latter therefore she did not research the need for a resolution. Hart stated that without researching he thought since that position provides voting privileges he would guess there would need to be a resolution. The Board instructed Connie to research and if required have the resolution prepared for the next meeting. Bill continued that the Board of Appeals is trying to set up a variance hearing on the tiny house mid-January. Hart stated he advised Richard, Rushcreek Township Zoning Inspector, to follow the same procedure as the original hearing with notices mailed to surrounding landowners and advertising.

Bill made a motion to adopt Resolution #2017-05 which appoints Charlie Hockman to serve on the Rushcreek Township Zoning Board of Appeals for a term ending December 31, 2017 and Dave seconded the adoption. Roll Call: Hart, aye; Dave, aye; Bill, aye.

Hart –

Health Insurance/Benefits -

The Township has been sent a significant increase of about 8% in premium and other costs. He again warned the Board that this is a trend that that the Board committed to a few years ago and must be stopped before wages and benefits exceeded the ability of the Road Department to meet its objectives and purpose. The insurance agent has been notified to look for alternatives. The Trustees are reviewing the current plan and will be taking acting to reduce costs to the township. Dave Myers was instructed to contact the Ohio Insurance Agency and did so on January 20th. After a week without a response, Hart spoke with them on Thursday, Friday, and Monday. Combined efforts are being attempted in order to get a clear understanding of the policy increase, conflict of deductibles, and just an overall clarification. The owner of the agency, Frank Harmon, has agreed to attend the next Township meeting to meet with the Trustees. There is great concern on the proportionate costs start to outweigh the road benefits. Currently the township carries 100% of the cost and the spending almost matches the road and equipment budget. Hart stated he is willing to waive his salary and encouraged the other Trustees to do the same if they wished to continue paying the amounts 100%. The other Trustees did not respond.

Employee Performance Reviews have been started and should be completed by mid-month including the fire department.

Fire Department Renovation Project is progressing with the inclusion of a fire suppression system. One of the fire personnel pointed out a problem with the floor elevation. The original plans show a ramp

requiring railing. The employee explained that with turn out gear on this could slow down exiting the department. Therefore Kelly Architect has revised the floor to gradual change midway into the room. Hart told Chief Duvall the Board appreciates the input from the personnel as this could lower the cost of the amount of concrete needed. One of the signs has been posted for direction to fire department personnel with the second to be placed this week.

Local agencies and government offices have been notified of changes in contact information and locations for both the Road and Fire Departments.

Fire Grant referrals have been requested from Congressman Stivers, State Senator Balderson, State Representatives Hood and Schaffer. Grant awards are not expected until March and are awarded in waves.

Fire Department furnishings - a list of vendors is being compiled to announce a Request For Proposals.

A Work Session has been scheduled on February 22nd @ 5:00pm. to review the Ohiocheckbook.com program presented by a representative from the State of Ohio Treasurer's office. Officials from the Village of Bremen have been invited to attend.

At 8:31pm Bill made a motion to go into Executive Session under ORC 121.22 (G)(1) to discuss personnel reviews and Hart seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Hart explained that the Board will have two Executive Sessions and will reconvene the meeting in Open Session if action is needed. Executive Session Ended: 9:14pm.

Open Session began at 9:15pm.

The Trustees announced no wage changes will be made for the full time workers in the road department. Performance reviews will be done again in six months. It is the Boards intent to see improved performance before wages increases would be considered.

At 9:16pm Hart made a motion to go into Executive Session under ORC 121.22 (G) (2) to consider split or trade of property for public purposes and Dave seconded the motion. Roll Call: Hart, aye; Dave, aye; Bill, aye. Executive Session Ended: 10:04pm.

The Trustees agreed to send a letter to Ricky and Mary Hoffman to resolve a pending lot split/trade.

Meeting Adjourned: 10:05pm