

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
02/06/2019

Chad Ashbaugh, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:00pm leading with the Pledge of Allegiance. Those in attendance in addition to Chad were: Dave Myers, Trustee; Lisa Burnworth, Trustee; Connie Moyer, Fiscal Officer; and Will Duvall, Fire Chief. Chad asked that all cell phones be muted along with any radios except the Chief's and Road Superintendent.

Visitors

Laurie Withem, Tracy Shahan, Barb & Charlie Hockman, Nancy & Jeff Mathias

Treasurer's Report

EFT #77-2019 – #115-2019 and warrants #41410 - 41431 in the amounts of \$34,050.10 were presented for signatures along with the January bank reconciliation. Dave made a motion to pay the bills and Chad seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye.

Purchase Order #29-2019 was presented for signatures.

The following revenue account was set up to receipt the Hunter Barber Grant in the amount of \$10,000.00. 2191- 805. This will need to be placed into the permanent appropriations also.

A list of expenditures was presented from the road department to the Board for the next period in the amount of \$26,000.00. The list included 2,000 in miscellaneous repairs and due to the excessive rain, 800 Tons of grindings and 500 Tons of stone. Dave made a motion to approve the list of expenditures and Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye.

Fire Chief Duvall presented the Board with a list of expenditures for the next period in the amount of \$4,750.00. Chad made a motion to approve the list of expenditures and Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye.

Minutes

The minutes of the January 16th meeting were presented to the Trustees for approval. Lisa 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: Chad, yes; Lisa, yes; Dave, aye. Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website www.rushcreektwp.org.

Business

Fire Chief Duvall reported the following:

- Runs during the last pay period: 20 EMS including 14 transports and 9 fire runs. Mutual Aid report will be available at the next meeting. The Chief did not present mutual aid for the month of January.
- Attended Fairfield County Chief's meeting on January 23rd with much discussion over Marcs grant that we have been awarded.
- Hocking Township purchased the Fit Tester for the SCBA gear in the amount of \$800.00. The Prosecuting Attorney advised that Hocking Township direct their office for the agreement. Once the invoice and agreement are presented to Rushcreek Township, payment will be made in the amount of \$400.00.
- Assistant Chief Irwin attended MEEC Chief's meeting January 24th at West Licking Fire.
- Notified we received the ODNR grant for training equipment but did not received the forestry equipment.
- Tanker 541 developed air issues on the fire scene at 9640 Old Rushville Road and had to be towed back to the station by Barber's towing. Fleetmaster was called to make repairs on the truck at the station. Several gauges were frozen and needed to be replaced. Due to the extreme temperatures and wind during this fire, many departments provided mutual aid. One fire fighter fell ill from another department and was treated and released. Trustee Burnworth advised she went to the scene and wished to thank both our department and each of the departments who assisted at the scene. The property is considered a total loss.

Road Department report:

- Normal maintenance supplies for the equipment was purchased ahead of recent storms.
- Weight reduction signs were placed throughout the Township.
- January 31st was the road superintendent's last day. He has been contacted to return township property. The Trustees will be working together with the road crew in order because at this time, the Trustees will not be filling this position.
- The current bucket truck was taken to United Truck Equipment for an annual inspection. Repairs and service outweighed the value of the truck. Therefore, Dave recommended that we consider a short-term lease to evaluate another bucket truck for purchase. UTE has a truck available that they are willing to lease the Township on a trial basis and apply the lease payment towards the final purchase price.

Dave made a motion to execute a lease with United Truck Equipment for a term of 30 days in the amount of \$1,500.00 to evaluate replacement bucket truck for purchase. Per lease agreement should the Board of Trustees agree to purchase the equipment in the amount of \$29,000.00, the lease payment will be deducted from the purchase price. Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye. Connie was instructed to issue a Purchase Order following the meeting along with the Lease check and advise the Trustees when ready for signatures prior to Monday. Trustee Burnworth will obtain required insurance coverage according to the lease

Discussion was held regarding disposing of the 1998 bucket truck as salvage. Lisa made a motion to sell the 1998 International Bucket Truck to Steve Rhymer in the amount of \$1,300.00. Mr. Rhymer will provide the Township with a cashier's check in the amount of \$1,300.00 in exchange for an executed title. Mr. Rhymer will be responsible for retrieving the truck from UTE in Circleville, OH. Chad seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye. Trustee Burnworth will have the old truck removed from the insurance policy.

Connie reported the following:

- The Township received notification from the Division of Liquor Control that Greg Rowe applied for a liquor license for the establishment located at 98 W. Main Street, Bremen. Contact was made to the license department for clarification purposes. Although this establishment is within the Township, the 35% license distribution will go to the Village.
- Fairfield County Ohio Township Association sent financials and minutes from their meeting which was distributed to the Trustees.
- The following stone bid was sent to the Towne Crier and placed on our website on January 30th. *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 29, 2020. Bids must include current BWC certification, unless owner/operator, and proof of insurance. Bid opening will be held February 20, 2019 at 7pm. Inquires:740-569-7181 Ext. #11. Rushcreek Township Trustees reserves the right to reject any or all bids.* The ad will be placed in both editions of the Towne Crier at a total cost of \$63.00.
- The February Grassroots Clippings was distributed to the Trustees.
- Fairfield County Engineer emailed the 2018 Rushcreek Township Mileage Certificate which total 39.251 miles of public roads which has not changed from previous years. Signatures of each Trustee were obtained and will be forwarded back to the Engineer for processing.
- Fairfield County Commissioners adopted Resolution 2019-01.29.g on January 29th allowing us to weight restrict our roads again this year.
- BHM Group is the CPA company that the State contracted as the Independent Public Accounting firm (IPA) to handle Rushcreek Township audit for the period of January 1, 2017 to December 31, 2018. The books were turned over to BHM on February 5th to begin the audit. The Township has been approved for an AUP (agreed upon procedure) for this audit period. AUP engagements narrow the scope of work to review key internal controls and perform targeted testing of significant transactions for qualifying public offices. The process allows for lower audit costs and reduced billed hours while providing accountability for the public dollars' government entities receive and spend.

- Fairfield County Prosecuting Attorney emailed the 2018 annual report which was electronically forwarded to each Trustee.

Regional Planning Commission Representative Charles Hockman report is attached at the end of the minutes.

Trustee Reports

Dave –

- Helped the road crew plow and treat roads during recent storms.
- Cleaned up several down trees
- Approved fire and road department payroll.

Chad –

- No zoning permits were issued.
- Helped road crew treat roads during recent storms.
- Approved fire department payroll.

Lisa –

- Working with all departments on the 2019 permanent budget.
- Contacted Jefferson Health Plan for the run-out refund. They are stating they are tied up in litigation so now longer a February refund.
- Assisting road department where needed.
- Working with Fire department on Hunter James Barber Memorial Grant, DNR Grant, & Marx Radio Grant through Fairfield Emergency Management with updates on the following:

- 1) Hunter James Barber Memorial Grant – There is no timeline on completion of this grant. Lt. Shahan submitted application in the amount of \$15,280.65 with a warranty commitment of \$2,055.00. The grant approval was \$10,000.00. Lt. Shahan was advised by Trustee Burnworth that adjustments will need to be made to stay within the \$10,000.00 amount and make the necessary adjustments to the purchase.
- 2) Lt. Shahan applied for eight Active Shooter Kits dividing the grant between two separate entities Walmart and South Central. South Central approved at \$1,000.00 however Walmart denied. Since this was a 50/50 cost share, Lt. Shahan was directed to contact South Central and provide documents to see if the number of kits could be reduced to four or is the Township responsible for the other 50%.
- 3) Sometime ago Captain Beery had applied and was approved for a BWC Safety grant in the amount of \$8,200.00 which was to purchase hoods and gloves. The Township provided the Fire Department with the proper documents to file the close out reports. Trustee Burnworth advised that the Township is waiting for the paperwork on that grant. Chief Duvall reported that the personnel is working on getting this completed as not all hoods and gloves have been received yet.
- 4) There has not been enough information released yet concerning the MARC Radio grant. This is a joint effort throughout the County headed by Fairfield County EMA.
- 5) The ODNR Audio Visual grant that Captain Beery applied for has been approved. This is a 50/50 cost share with the Township's share being \$1,776.00. Captain Beery is providing the additional grant requirements to the Chief prior to the Board moving forward.

Meeting Adjourned: 7:42pm

Fairfield County Regional Planning Commission Report

Rushcreek Twp. Board of Trustees Meeting 2-6-19

From R.P.C. meeting 2-5-19 Representative Charles Hockman

- President Phil Stringer brought the meeting to order at 5:30 p.m. After the January 2019 minutes were approved Bob Snively was introduced, he talked about Palmer Energy and the possibility of reduced electric bills by giving discounts to groups of purchasers, according to Bob some people in Baltimore Millersport and Rushville areas are involved with this already.
- Jon Kochis, Fairfield County Emergency Management, spoke next. He stressed everyone needs a plan in case of a disaster. We all need to store water and food as well as battery or solar weather radios. Other items are batteries, flashlights, first aid kits, N95 masks with duct tape, and plastic sheeting. Buckets and plastic trash bags are needed for sanitation. Cold weather gear and sleeping bags, or blankets are needed as well as first aid and prescription medications. Do not forget pet food as well as fire extinguishers, feminine supplies, matches and portable containers, etc. Remember regular unscented chlorine bleach diluted 9 parts water to one-part bleach can be used as a disinfectant. 16 drops of bleach in a gallon of water will make it suitable for drinking. May need to be filtered first, so have filters.
- For emergency notification of alerts sign up at www.fairfieldema.com and they will call your cell phone. Any questions for Fairfield County Emergency Management call 740-654-HELP (4357)
- The R.P.C. recommended the 5 + acres at the corner of Savage Hill Road and Sugar Grove Road be rezoned from R.R. to S.U. (Special use). Fire stations are not part of R.R. areas.
- Bills and routine business followed. Meeting dismissed at 1800 hours.