

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
03/07/2018

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

A moment of silence was observed in recognition of Earl Cummins and Jake Van Meter

Visitors

Laurie Withem, Tracy Shahan, Mary Hoffman, Charlie & Barb Hockman, Earl Lehman, Ray Stemen

Minutes

The minutes of the February 21<sup>st</sup> meeting were presented to the Trustees for approval. Chad 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. Lisa seconded the motion. Roll Call: Chad, yes; Lisa, yes; Dave, aye. Dave reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website [www.rushcreektwp.org](http://www.rushcreektwp.org).

Treasurer's Report

EFT #141-2018 - #173-2018 and Warrants #41033 - #41055 in the amounts of \$45,239.68 along with the February bank reconciliation were presented to the Trustees for signatures. Dave made a motion to pay the bills and Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$3,100.00. Chad made a motion to approve the list of expenses and Lisa seconded the motion. Roll Call: Dave, aye; Chad, aye; Lisa, aye.

Over the past several weeks, discussion has been held between the fire department and the road department on purchasing a Hotsy Steam Cleaner at a cost of \$4,000.00. Purchasing this cleaner will benefit the road department during chip/seal project and to clean equipment year-round. The fire department would benefit by equipment and bay floor cleaning. During renovation of the firehouse it was determined that the Kohler generator system did not have the capabilities needed to operate the newly renovated firehouse and a new generator would need purchased. The road department did not have a generator so the unit was moved to the yard. The generator was originally purchased in 1987 from the fire fund. Upon evaluation of the Kohler system, it was established to have a value of \$2,000.00. Chad made a motion to purchase the Hotsy Steam Cleaner from the Road Department Funds in the amount of \$4,000.00. The Road Department is taking possession of Kohler generator and throw switch at a value of \$2,000.00. In return, the Fire Department will take one-half ownership of the Hotsy Steam Cleaner. Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 12 EMS including 6 transports and 4 fire runs.
- Obtaining quotes on purchasing the generator with location still being determined.
- Everything has been removed from the 127 property except two desks.
- The EPA has a "Burn" regulation that currently limits the hours from 6am-6pm. Please contact the Sheriff Department and they will in-turn notify the appropriate fire department.

On behalf of the Road Superintendent Dave reported the following:

- Stone was hauled to all gravel roads.
- A culvert and ditch at Shaw Rd. and Holiday Rd. were repaired after a school bus backed into it turning around.

- A low leaning tree was removed from Young Rd.
- Trees were trimmed and brush was cut and chipped on McCullough Rd.
- Ditches were cleaned out on Rutter Hill Rd. where vehicles ran into the ditch and blocked the water from getting to a culvert.
- McCullough Rd. and Fairview Rd. were graded.
- Perry Co. end of Purvis Rd. has been graded and the ditches cleaned out.
- Weather permitting, the remainder of our gravel roads will be graded and stoned as quickly as possible in an effort to eliminate most of the potholes before they get worse.
- Request permission to attend Pesticide Applicator License schooling on April 18<sup>th</sup>. Richard has his license but this would allow more than one person to apply pesticides.

The Trustees agreed to have Doug proceed with tentatively attending the schooling however he must present the Board with a cost of registration.

- Approximately 275 tires that have been dumped throughout the Township that we must dispose. Liberty Tire can pick-up at a disposal cost of \$2/per passenger and \$8/per truck. Unfortunately, this is a cost that our taxpayers must incur therefore, the Trustees agreed to proceed with the disposal.

Connie reported the following:

- March Grassroots Clippings was distributed to members.
- Fairfield County Engineer's office will hold the Annual Trustees & Fiscal Officer Meeting at 2pm on March 15<sup>th</sup> at the Engineer's office. Sue Spiker from Ohio Public Works Commission will be the guest speaker. Since Connie is unable to attend, Lisa agreed to pick-up Rushcreek Township's documents which includes financial reimbursement amounts.
- A grant application was received from the Aladdin Shrine with a deadline of April 5, 2018. Since this grant is pediatric related, Chief Duvall advised they will pursue Fire Prevention Materials.
- Ryan Lytle applied for unemployment compensation with documents returned to ODJF. A determination of benefits was received. It appears that the determination is a debacle so an appeals definitely needs processed prior to March 26<sup>th</sup>.
- Paperwork was submitted to FEMA to process Grant #EMW-2016-FO-04762. Once the reimbursement is received, a warrant to Breathing Air Systems will be issued in the amount of \$45,604.00. FEMA reimbursement is \$44,861.00 with the Township portion being \$743.00. Chief Duvall advised that they are waiting on Claypool Electric for hook-up.

Rushcreek Township Regional Planning Representative Charles Hockman reported on the March 6<sup>th</sup> meeting which is attached at the end of these minutes.

#### Trustee Reports

Dave –

- Working with the road crew as time allows.
- Held the monthly safety meeting.
- Contacted Lyle Environmental about inspection and samples for 127 Mulberry. Lyle gave a quote of \$875.00 for survey, asbestos sampling, and submission to EPA for permits. They are able to remove if asbestos is found but removal is not included in the quote. Dave will get a written quote for presentation.
- Attended the Health Department's DAC meeting where paperwork of 2019 budget was reviewed.

Chad –

- No zoning permits were issued since the last meeting.
- Attended the Safety Meeting with Chief Duvall.
- Reviewing resumes for the zoning inspector position.
- Working on filling the alternate positions for the zoning boards.

Lisa –

- Met with Amber Flint to review how the Aldatec system can assist the Fire Department with planned payroll change. The system can become a Kiosk that staff will log in and out. Those totals and timesheets can be more easily totaled and approved. Thanks to Chief and Amber for taking time to review. The transition was originally planned for May 1<sup>st</sup> however the date has been changed to July 1<sup>st</sup> to coincide with payroll quarters.
- At the February 21<sup>st</sup> meeting a spreadsheet was presented to the Trustees regarding different options between HRA provided by an agency, HRA lump sum payment by the Township, and an HSA utilizing Bremen Bank for the full time road workers.

Lisa made a motion that Rushcreek Township Trustees select the option of using Bremen Bank to create HSA accounts for full time road department employees with the initial deposit being \$1,000.00. Future deposits will be determined on an annual basis. Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

- As discussed at the permanent appropriation meeting, money was set aside to purchase new computers for both the zoning and road departments at \$1,000.00 each. Comparison prices were presented to the Trustees from Dell, Best Buy, and Ohio Department of Administrative Services. Lisa explained it was very difficult to compare Apples-to- Apples however after reviewing and answering questions, it was her recommendation to purchase from Best Buy

Lisa made a motion to purchase hardware and software for the road and zoning departments in the amount not to exceed \$2,000.00 which includes the purchase for a three-year extended warranty package. Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. The Board was reminded that the next step will be purchase the GSuite to set-up Township email addresses through our website administrator.

- The Ohio Township Association provided a template of an indigent burial policy. After the policy was adjusted the Prosecuting Attorney reviewed and approved. Therefore, the policy was presented for Board approval.

Lisa made a motion to amend the Rushcreek Township Trustee Handbook to include the Indigent Burial Policy and Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

It has come to the Board's attention that there has been a misconception in our Township requiring a permit in order to install a flagpole and flag. The Trustees, Zoning Inspector, BZA member Charlie Hockman, and Fiscal Officer have reviewed records and found this is **NOT** the case. Therefore, if anyone in Rushcreek Township has ever paid for a flag permit they are to contact the office. Rushcreek Township Board of Trustees are very grateful to all of our Veterans and encourages citizens of this Township to support our Veterans and Country by proudly displaying the Honorable Flag of the United States of America!

Meeting Adjourned: 8:15pm.



## Fairfield County Regional Planning Commission Report

Rushcreek Twp. Board of Trustees Meeting 3-7-18

From R.P.C. Meeting 3-6-18 Representative Charles Hockman

- President Bill Yapple brought the meeting to order at 7:30pm. Bill thanked everyone for their support for the last year as this was his last meeting as chair person.
- Executive Director Loudan Klein presented the new Land Use Program. The actual plan is 95 pages long and has been in the making since the last plan fifteen years ago. Loudan hit on the main purpose and goals. It all boils down to a balancing act of managed growth with revitalization of existing businesses and farmland preservation. A big part of the Land Use Plan was developed with input from almost 1000 responses collected by community surveys. Just a few of the recommendations include:
  - A. Creating a transportation master plan
  - B. Developing effective nuisance and property maintenance standards
  - C. Developing and deploying sustainable land use and zoning tools
  - D. Protecting prime agricultural lands and sensitive areas
  - E. Developing a water and sewer master plan
  - F. Encouraging thriving downtowns and supporting workforce develop.
- This very brief outline does not begin to cover the presented information. I recommend going to [www.co.fairfield.oh.us/rpc](http://www.co.fairfield.oh.us/rpc) or do a search for Fairfield County Ohio Regional Planning Commission. When the R.P.C. site comes up click on Fairfield County Land Use Plan Update. The table of contents comes up and you can click on what interests you. For example, if you are distressed with the traffic going to Columbus on Route 33 you can click on Connectivity, Strategies and Recommendations and you can read about Route 33 and 6 other roads with problems. If you want to know how your wages compare to someone else, or someplace else, you can go to page 67 under Prosperity and see the average wages for this area in your particular field of work. A lot of time and effort went into this Land Use Plan. You will be impressed.
- Fairfield Co. Board of Commissioners will hold a public hearing Tuesday March 13th at 10:30am in the Commissioners Meeting Room 3rd floor of the Courthouse 210 E. Main St. Lancaster. The purpose of the hearing is to get ideas on how to divide up CDBG money which comes from the State of Ohio every other year. CDBG stands for Community Development Block Grants. More detailed information on this is on the RPC website.
- We voted in the new officers for R.P.C. They are: President, Phil Stringer; Vice-President, Doug Ingram; 2<sup>nd</sup> Vice-President, Betsy Alt; and Secretary, Kent Huston.