

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
04/03/2019

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.

Visitors

Laurie Withem, Tracy Shahan, Earl Lehman, Nancy Mathias, Ray Stemen

Requested to speak

Laurie Withem asked if the fire department would go around the Village and announce the Easter Egg hunt. This event will be held from 1pm-3pm at Howell Park on April 20th. Chief Duvall stated as long as the vehicle was not tied up, he would ask Captain Campbell who has done this in the past with his children. Connie reminded that the "rider waiver form" must be completed. Laurie also asked if a craft show could be done like the Ladies Auxiliary had done in the past. Money raised would go to the Pool Fund. The Trustees replied that the event cannot be linked to the fire department or township.

Treasurer's Report

EFT #237-2019 - #271-2019 and warrants #41482 - #41491 in the amounts of \$24,582.95 were presented for signatures along with the March bank reconciliation. Dave made a motion to pay the bills and Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye. Lisa asked if the revenue could be placed on the bank reconciliation and Connie replied that this is a different report. Lisa stated she would like to keep an eye on the Medicount deposits. She also asked if we have seen less checks for ems runs and more direct deposits since the meeting was held with Medicount. Connie replied that we have seen an increase in revenue however checks and direct deposits seem to be in the normal range.

Purchase order #30-2019 was presented for signatures after the last meeting.

A list of expenditures was presented from the road department for the next period in the amount of \$6,000.00. Lisa made a motion to approve the list of expenditures and Dave 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 \$2,250.00. Chad made a motion to approve the list of expenditures and Dave seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye.

Minutes

The minutes of the March 20th 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. 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: 12 EMS including 4 transports and 2 fire runs. Received 4 mutual aids and 3 provided.
- SCBA were tested by Warren Fire at our station. Four of the twenty units have had battery damage and have been repaired. Each unit, per manufacturer's recommendation uses six AA Duracell batteries. One unit had to have a component replaced as a result of the battery issue. Therefore, Rayovac batteries are being used.

- Attended both the MECC meeting in Pataskala and the County Chief's meeting at Greenfield Township. The State of Ohio Fire Marshal did a photo presentation of a ceremonial check for the MARCS grant for Fairfield County.

Lisa reported that she sent an email to the Ohio Department of Commerce asking for an update on the MARCS radio grant. According to grant stipulations, this purchase must be made by June 1st. Also, in reviewing the grant, she found that ALL invoices must have our identification code: 23-005.

- Received a resignation letter from Firefighter/Paramedic Annette Kertesz on March 30. All equipment was returned.
- Began the pre-employment testing on Matt Graham. All testing has been completed except the urinalysis. Chief Duvall recommended the Trustees hire Mr. Graham based upon his completion of all pre-employment requirements. His qualifications are Firefighter 1 and EMT which makes his hourly pay at \$11.75.

Chad made a motion to hire Matthew Graham once all pre-employment conditions have been met at a rate of pay in the amount of \$11.75 per hour based upon qualifications. Dave seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

- Communicated with the officers of the department to discuss the purchase of a remanufactured Life-Pak unit versus a new unit. It was Chief Duvall's recommendation for the Trustees to purchase the refurbished unit which will be used in Medic 542. The refurbished unit has a one-year warranty; however Chief stated that Physio Control will handle repairs beyond one year.

Lisa made a motion to purchase a refurbished Lifepak 15 from Foremost Medical Equipment in the amount of \$16,995.00 which will be placed in Medic 542. Chad seconded the motion. Roll Call: Lisa, aye; Chad, aye; Dave, aye. Purchase Order #18-2019 was presented for signatures.

The stair chair was discussed at the board meeting on March 20th. Lisa made a motion to purchase Model 6252 Stair-Pro Stair Chair from Stryker in the amount of \$3,411.20. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. Purchase Order #19-2019 was presented for signatures. Lisa advised she submitted for the More grant through OTARMA which if approved will provide \$500.00 towards the purchase.

Lisa made a motion to purchase the audio visual equipment for the fire department from Best Buy in the amount of \$2,755.40. Chad seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye. Purchase Order #20-2019 was presented for signatures.

Road Department Report:

- Working on culvert replacements.
- Cleaning culvert and ditches.
- Removed tree from Rutter Hill Road.
- Picked up the bucket truck. The bucket is certified for one year and the DOT card is certified for two years.

Connie reported the following:

- The 2017-2018 audit has been completed with everything found to be in order. The audit was submitted by BHM CPA Group to the State Auditor for their final review.
- Nancy has completed the UAN training for accounting & payroll. A webinar class on budget training will be on April 17th.
- OTA sent a request to the Board to contact our State Representative and State Senator to support the increase to the motor fuel tax and retention of the \$5 permissive township license fee.
- On April 2nd AT&T was notified to cancel the cell phone that the road department was using. The number had been suspended previously.
- April Grassroots Clippings was distributed.

Trustee Reports

Dave –

- Helped the road department on various projects.
- Approved fire and road department payroll.

Chad –

- No zoning permits were issued.
- Attended the safety class on April 2nd which covered Service Dogs and PTSD.
- Approved fire department payroll.

Lisa –

- Received the updated valuation from OTARMA. Been unable to access the online evaluation.
- Sent a follow-up email to the County Engineer regarding 2018 culvert money.
- Contacted Ryan Packer from Shelley for a chip/seal project bid. Prepared the following notice which was placed on our website and sent to the Eagle Gazette for publication due to time restraints. *Rushcreek Township is accepting bids for 2019 chip seal of 10.70 miles. Contact Rushcreek Township Road Dep't 740-569-7181 Ext. 11 for bid details. Bids must be submitted no later than April 17, 2019 at 7pm.*
- Contacted Wendy French from Burnham & Flowers to add the bucket truck to our policy.

Meeting Adjourned: 7:30pm