

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
05/02/2018

Dave Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:03pm 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.

Visitors

Laurie Withem, Mary Hoffman

Minutes

The minutes of the April 18th meeting were presented to the Trustees for approval. Chad made a motion to dispense with the reading of the regular and special 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.

Signing in to Speak:

Mary Hoffman – stated the noise from glass breaking at the recycling bin is distracting and asked when the bin will be moved. Dave responded that the project will be done in phases and moving of the bin will be completed at the end of the project. However, he provided assurance that the project is moving forward.

Treasurer's Report

EFT #290-2018 – 325-2018 and Warrants #41111 - #41127 in the amounts of \$35,015.43 along with the April bank reconciliation were presented to the Trustees for signatures. These figures include payroll dated May 3rd. Dave made a motion to pay the bills and Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

On April 19th following the board meeting purchase orders #18-2018 and #35-2018 were signed by the Trustees. Purchase order #36-2018 was presented for signatures.

Chief Duvall presented the Trustees with a list of expenditures for the next period in the amount of \$2,650.00. Chad made a motion to approve the list of expenses and Lisa seconded the motion. Roll Call: Dave, aye; Chad, aye; Lisa, aye.

A list of expenditures for the Road Department was presented to the Trustees for the next period in the amount of \$6,000.00. Dave made a motion to approve the list of expenses and Lisa seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 10 EMS including 7 transports and 3 fire runs.
- Breathing Air System completed the installation and training on the new compressor and fill station. The CO alarm is very sensitive in the truck bay which reflects that all systems are working properly.
- Multiple members attended FDIC in Indianapolis.
- Received two bids on the generator: J. Smith Electric, \$41,560.00; Claypool Electric, \$41,500.00.

Discussion ensued on comparing the bids. Notable differences on the bids were apparent. The Township will be responsible for digging the electric ditch on both bids. Claypool did not include site preparation. Different sizes of generators were discussed. Lisa stated she would like Texas Eastern contacted to price a tap with them. This way if AEP goes out we would have an alternate source of energy. J. Smith Electric has been in contact with Kelly Architect to review the original architectural plans. Chad made a motion to enter into contract with J. Smith Electric to purchase and install the generator at a cost up to

\$45,000 which would allow for overage. Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Connie reminded the Trustees that since the ditch will be dug utilizing Road equipment that proper documentation must be kept to be compliant with ORC. The fire fund must reimburse the road fund for this expenditure. Lisa advised she will locate the proper contract that OTARMA recommends for an independent contract.

In Doug's absence Dave reported the following:

- All weight reduction signs were pulled on April 19th
- On the gravel end of South Bethel the road was graded, ditches were cleaned, and minor washout was repaired.
- More of the roads have been broomed. We're not quite finished, but getting closer.
- The road crew removed a large pine tree that snapped on Graffis Rd. on April 24th.
- Purvis and Young Rds. were graded and the ditches were cut back.
- Purvis Rd. and Fairview Rd. each had a culvert replaced.
- More potholes have been filled on both gravel and chip/seal roads. Again, not finished but progress is being made.
- The new power washer was tested on some of the equipment. It does a super nice job degreasing everything.
- The road crew started spraying for weeds. Anticipate finishing by May 4th weather permitting.
- The traffic counter project is almost complete with the counter on Purvis Rd.
- The following road count results were done on a 48 hour basis:
 - Holiday Rd. – .4 mi. – 192 cars. Needs recounted due to flooding.
 - Zion Rd. – .5 mi. – 224 cars
 - Heyd Rd. – .6 mi. – 283 cars
 - McCullough Rd. – .6 mi. – 119 cars
 - Fairview Rd. – .6 mi. – 225 cars
 - Avalon Rd. - .8 mi. – 111 cars (Countyline Rd. end)

Connie reported the following:

- At the May 8th election Issue #1 will be on the ballot statewide. Ohio Secretary of State website www.OhioSecretaryofState.gov (Know Your Ballot Issue) that provides the official ballot language, explanation, arguments for and against, and the full text of the issue. Since this includes both sides of the issue, it is an excellent tool to use in the decision making process.
- The May Grassroots Clippings was distributed.
- As discussed at the April 18th meeting the May 16th meeting has been rescheduled. On April 19th at 11:02am the following notice was sent to the Eagle Gazette and posted on our website: *The May 16th Regular meeting of the Rushcreek Township Board of Trustees has been changed to **May 23rd**. The meeting will be held at the Township office, 213 Marietta Street and will begin at 7:00pm.*
- Jim Snider from Pleasant Township has agreed to handle the May 16th payroll. Jim was present while the May 1st payroll was processed to familiarize himself with our procedures.
- A meeting was held with the Bremen Bank, Fiscal Officer, and Trustee Burnworth on April 30th to discuss diversifying the pooled funds in order to obtain better interest rates. The following is what was discussed:
 - 1) \$50,000 COD set to mature May 29th will be closed and funds transferred to primary checking to fund generator project.
 - 2) Money Market Account (current balance as of 5/1/18 \$606,970) will be closed with funds converted to the following Certificate of Deposit terms & rates:
 - * \$200,000 12 Month COD @ 1.40%
 - * \$200,000 12 Month COD @ 1.40%
 - * \$200,000 24 Month COD @ 1.80%

* Remaining funds will be transferred to primary checking

3.) Will pull an additional \$300,000 from primary checking and convert to a 12 Month COD with a rate of 1.40%.

- Citizens Bank agreed to meet or beat Bremen Banks proposal.

Lisa advised that she worked with the fiscal officer doing a study on our primary account monthly balances from 2015 through 2017. Consistent low balances were in February of each year. She also contacted Fairfield National Bank, Peoples Bank, and 1st National Bank for quotes however there has not been a response as of yet. She continued with the staggering of dates on the Certificate of Deposits she felt comfortable with plan that was presented. Chad made a motion to move ahead with transferring the monies into the best interest rates that will be obtained by end of the business day on May 4th. Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Trustee Reports

Dave –

- Helping the road crew on culvert installs.
- Lyle Environmental has completed the clean-up of the 127 property.

Chad –

- One zoning permit has been issued since the last meeting to Jeff Mayhugh, 2551 Westpoint Rd, for an accessory building.

Lisa –

- In 2014 a culvert project was completed utilizing Ohio Public Works Commission monies. In 2013 the Trustees, at that time, planned a three phase program. The second phase had culvert replacement on Zion road. Lisa requested permission from the board to proceed with the second phase and she agreed to work with the county engineer and Connie on submitting the proper documentation to OPWC for actual work completed if approved in 2019.

After discussion, Lisa made a motion to create a Zion road project for box culverts and chip seal and Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

- ESO contract is complete with payment approved earlier in the meeting.
- Reminded Chief that a time needs to be scheduled to begin the payroll switch for the fire department employees to Aldatec.
- Reminded Chief to send letters to the inactive firefighters for removal from BWC and begin hiring and interview process for replacements. Will agreed the letters will be mailed by May 15th.
- Charlie Hockman sent notice that he had attended the Regional Planning meeting however nothing was related to our Township.

Discussion ensued on hiring an independent contractor to chip seal Holiday and Fairview Roads. Dave felt that our current personnel could do this instead of hiring an independent and he wants to hook it up to the dust mats. Lisa pointed out that the Township is responsible for 39 miles of roads and our personnel has trouble completing their normal workload and adding additional is just not an option. Since the road crew is uneasy about adding additional work, it is worth considering sub-contracting. The Township included \$44,600 in the 2018 budget to cover this project. The original quote from 20/20 was \$19,300 and that dollar amount can be shaved by piggy backing on the County's emulsion bid along with our stone and hauling contract provides stone at a lower amount. There is no additional charge for 20/20 to move equipment from Holiday to Fairview. Quotes will be obtained from another contractor. Therefore, Lisa made a motion to spend up to \$44,600.00 by hiring an independent contractor to chip/seal roads in Rushcreek Township. Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Meeting Adjourned: 8:16pm.