

RUSHCREEK TOWNSHIP TRUSTEES
BOARD MEETING
05/15/2019

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; Nancy Mathias, Assistant Fiscal Officer; and William Duvall, Fire Chief. Chad asked that all cell phones be muted along with all fire radios except the Chief.

Visitors

Laurie Withem, Charlie Hockman, Earl Lehman

Minutes

The minutes of the May 1st 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: Lisa, yes; Chad, aye; Dave, aye. Chad reminded everyone that the minutes are available upon request at the Fiscal Officer's office and the website www.rushcreektwp.org.

At the last Board meeting the Fiscal Officer was instructed to obtain rates for the Certificate of Deposits that matured on May 7, 2019. (BB81848 - \$300,000.00 BB81813 - \$200,000.00 BB81805 - \$200,000.00)

The following rates were obtained:

	<u>24 Months</u>	<u>12 Months</u>
Vinton County Bank	2.75%	2.50%
Huntington Bank	2.00%	2.20%
Citizens Bank	1.75%	1.80%
Chase Bank	1.7%	1.66%

The Fiscal Officer recommends that the Certificate of Deposits be renewed with Vinton County Bank for a term of 24 months at an interest rate of 2.75%. The Trustees reviewed the options that were presented and after discussion decided to amend the Fiscal Officer's recommendation. Dave moved to renew the Certificate of Deposits with Vinton County Bank as follows:

BB81848	\$300,000.00	24 Months	2.75%
BB81813	\$200,000.00	12 Months	2.50%
BB81805	\$200,000.00	12 Months	2.50%

Lisa seconded the motion. Roll Call: Lisa, aye; Dave, aye, Chad, aye.

Treasurer's Report

Warrants #41518-41535 in the amounts of \$26,251.42 were presented to the Trustees for signatures. Dave made a motion to pay the bills and Chad seconded the motion. Roll Call: Lisa, aye; Dave, aye, Chad, aye.

Check #41418 in the amount of \$28.78 was lost, therefore, Check #41518 replaces the prior check. A stop payment was issued at no charge.

Purchase Order #22-2019 was completed per instructed at the 5/1/19 meeting.

**Appropriation change \$1,564.29 from 2031-330-323 to 2031-760-730.

Chief Duvall presented the Trustees 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 expenses and Dave seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

A list of expenditures was presented from the road department for the next period in the amount of \$8,000.00. Lisa made a motion to approve the list of expenses and Dave seconded the motion. Roll Call: Lisa, aye; Dave, aye; Chad, aye. Lisa reminded the Trustees that we need to use the credit that we have with Asphalt Materials on our next order.

Business

Chief William Duvall reported the following:

- Runs during the last pay period: 8 EMS including 2 transports and 3 fire runs. We received 3 mutual aids and gave 3.
- Engine and Rescue were taken to the Fairfield County Fairgrounds for yearly pump and ladder tests; both trucks and ladders passed. Dan Mattis repaired several items on Rescue 541 the week before testing.
- Tomorrow is a safety day at Bremen Elementary and we will have people and equipment there.

Lisa asked Chief Duvall if runs are billed if there isn't a transport. Chief Duvall indicated that there is no billing if you are not transported in our area.

Lisa also asked Chief Duvall to follow up on paperwork for Walmart Grant as well as ODNR Grant as there are time restraints that need to be met.

Lisa asked Chief Duvall to also follow-up on the separate invoices in putting together the active shooter kits.

Nancy reported the following:

- May Grassroots Clippings were distributed.
- Received \$500.00 from Walmart for the Active Shooter Kit grant project. A copy was given to the Chief.
- Frontier Communication sent a registered letter that was distributed to the Trustees. Per the letter, on or about April 22, 2019, an employee or agent of Rushcreek Township was doing work and damaged a Frontier cable in the area of 11885 Heyd Rd. There was no invoice included in the letter.
- The Trustees discussed this situation and Dave was aware that a cable had been damaged. He will be checking OUPS tickets to see if the road was covered. Trustee Myers agreed to contact Frontier to schedule a face to face meeting to discuss the matter.
- A credit invoice in the amount of \$4,365.02 was received from Asphalt Materials with a note requesting that this credit amount be used the next time we order. Per previous discussion, Lisa made Dave aware of this notification and he said that the credit will be used in the near future.
- The following dates are options for first budget work session:

Friday	May 24 – 7:00 am
Saturday	May 25 – 8:00 am
Wednesday	May 29 - 7:00 am

The first work session for the budget will be held on Friday, May 24th at 7:00 am.

Charlie Hockman was present and reported on the Regional Planning meeting he attended on 5/7/19. Doug Smith of IAP Companies gave a presentation on how this company can help with building projects, big and small, as a third administrator to secure bids and permits, prequalify vendors, etc at no cost to the entity except for a \$150.00 fee to join the Department of Administrative Services. It is designed to take the place of the Project Manager of a project. If your entity decides to go with the company that they recommend, their fee is 8.5% of the construction project cost. The Trustees will keep the information available.

Trustee Reports

Dave –

Road Department Report:

- Working with road crew on various projects.
- Since the last meeting, Dave has received two estimates for chain link fence project.

Fence Solutions	\$9,300.00
Thomas Fencing	\$7,564.29

The building permit issued by the Village of Bremen to enclose approximately 80% of the township property ends June 30. After reviewing and discussing the bids Lisa made a motion to accept the bid from Thomas Fencing in the amount of \$7,564.29 to enclose approximately 80% of the township's property. Dave seconded the motion. Roll Call: Lisa, aye; Chad, aye; Dave, aye. The funds for this pre planned project will be taken out of 2031-760-730 **

Chad –

- No zoning report was given.
- Attended the safety fair at the fairgrounds on Tuesday.

Lisa

- Spoke to Mrs. Darnell from Thomas Road regarding culvert. Lisa is waiting on documentation (pictures) from Mrs. Darnell on how to proceed with culvert issue. Before a letter of the township's intentions to solve the issue is sent, Dave suggested that 2 trustees meet with Mrs. Darnell in person, one additional time to attempt to solve the issue. If the issue cannot be resolved, a letter will be sent with the Township's intentions to remedy the problem. Dave would like to make note that if the Township does replace the culvert with Township funds, this driveway will become a designated turn around.
- The OTARMA CBIZ appraisal was received via email today. A copy of the full appraisal was presented to Lisa before the meeting. Lisa briefly reviewed the valuation with the Trustees during the meeting but they all agree that it will need to be reviewed further before the valuation will be accepted.

Meeting Adjourned: 7:39 pm.