

RUSHCREEK TOWNSHIP TRUSTEES  
BOARD MEETING  
06/20/2018

Dave Myers, Chairman called the Rushcreek Township Trustees Board meeting to order at 7:08pm leading with the Pledge of Allegiance. Those in attendance in addition to Dave were: Chad Ashbaugh, Trustee; Lisa Burnworth, Trustee; Connie Moyer, Fiscal Officer; Doug Hintz, Road Superintendent; 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, Bill Myers

Work Session

The following notice was sent to the Eagle Gazette and website on June 7th at 11:09am: *Rushcreek Township Board of Trustees will hold a Work Session at 6:00pm on June 20, 2018 at the Township office, 213 Marietta Street., Bremen. The purpose of the meeting is to continue reviewing the 2019 Budget.* At 6:00pm the Trustees, Fiscal Officer, and Department Heads met to discuss proposals for the 2019 Budget. Worksheets were finalized. Meeting Ended: 7:05pm.

Minutes

The minutes of the June 6<sup>th</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

Lisa advised that after the budget meeting on June 20<sup>th</sup> research began on a computer for the fire department to handle the transition for payroll. She found that the departments computers were outdated and five units need purchased. The total would be \$3,519.91 which includes tech support and a printer. Dave made a motion to approve the purchase of five computers, tech support, and printer in the amount of \$3,519.91. There will be additional cost for installation and networking of the computers but could not be determined until purchase was actually made. Chad seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.

Chad reported on progress of the generator. Kelly Architectural Services submitted a bill in the amount of \$709.75 for the permit fee and plan change. The contractor employed to install the unit, included a \$1,000.00 allowance in the quote to cover those costs. After speaking with the contractor, Mr. Smith advised for us to pay Kelly directly and he will remove the \$1,000.00 from the invoice. Chad made a motion to approve the \$709.75 charge to Kelly Architectural Services and Dave seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye. Chad continued that OOPS has marked the area for digging. The road department will be digging the trench for the gas and electric lines to the generator. Connie reminded that proper documentation needs kept in order to bill the proper funds.

Purchase Order #37-2018 through #39-2018, and #19-2018 through #23-2018 were presented for signatures.

Appropriation Change:

\$1,200.00 from 2191-220-490 to 2191-760-740

\$7,000.00 from 2192-330-400 to 2192-330-323-1000

EFT #394-2018 - #426-2018 and Warrants #41167 - #41183 in the amounts of \$36,501.98 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.

Bureau of Workers Compensation sent a rebate in the amount of \$68.00. Breathing Air/Sub Aquatic sent a check to reimburse the expense of Claypool Electric's bill in the amount of \$460.41 for the installation of the compressor.

The Amended Certificate was received from the County Auditor for the fire department generator and the increase of unemployment benefits.

Certificate of Deposit #17926 in the amount of \$75,000.00 from Bremen Bank expired on June 12<sup>th</sup>. The Board directed the Fiscal Officer at the June 6<sup>th</sup> meeting to check on rates and report at this meeting. Bremen Bank is offering 2.75% for an 18-month term. It was Connie's recommendation to withdraw \$25,000 from the Money Market at Citizens Bank and place \$100,000 into the cd. Dave made a motion to place \$100,000.00 into a Certificate of Deposit with Bremen Bank for an 18-month term at an interest rate of 2.75%. 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 \$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.

Road Superintendent Doug Hintz presented the Trustees with a list of expenditures for the next period in the amount of \$43,600.00. This includes emulsion and application of the approximate 2 miles of chip/seal. Dave made a motion to approve the list of expenses and Chad seconded the motion. Roll Call: Dave, aye; Lisa, aye; Chad, aye.

#### Business

Chief William Duvall reported the following:

- Runs during the last pay period: 15 EMS including 12 transports and 6 fire runs.
- On June 14<sup>th</sup> a web conference with ESO. In attendance were Chief Duvall, Ass't. Chief Irwin, Lt. Gard, and Trustee Burnworth. Multiple steps must be accomplished before ESO can be in service which should be completed by mid-August.
- Telephone call received from Firefighter/Paramedic Dan Schultz who wishes to continue employment. He will need to re-certify in mid July to maintain his credentials.
- Still discussing between Officers and Trustees about hourly work requirements. The Trustees advised the Chief this matter needs to be settled by the next Board Meeting for the Trustees to implement the new policy.
- Chief made a complaint to FedEx for deliveries being taken to the Bremen Bank and other businesses. The packages have been highlighted to bring to the rear door of the firehouse but the driver attempts delivery to the front door which is locked. Signage clearly states deliveries to the back door.

Road Superintendent Doug Hintz reported the following:

- The first round of mowing is almost complete. There is one day of mowing left, however the crew is preparing roads for chip/seal.
- Fairview Rd. had the banks cut down, the ditches moved back and the road widened between Marietta Rd. and George Shreyer's property line in preparation for chip seal.
- The hill on Fairview Rd. had the ditches fixed and was graded.
- South Bethel, Heyd, Miller's end of McCullough, Thomas and Zion Rd. between Houck and Bremen Rd. were graded.
- The road crew was called out Saturday night 6-16 to remove multiple trees from Marietta Loop, Marietta, and Rutter Hill Rds.
- At some point over this past weekend, somebody discharged the fire extinguisher at the fuel island and tossed it between the gravel piles. The extinguisher has been taken to Lancaster Fire and Safety for inspection and recharge if possible. If not a new one will be purchased.
- Heyd Road and Marietta Road between West Rushville and Zion Roads were patched with cold mix and #304 stone.

- 20/20 Enterprises Inc. will be here on Friday, June 22<sup>nd</sup>, to chip seal approximately two miles of road with emulsion billed separately.

Lisa advised that nine people on Locust Grove Road complimented the road crew for the recent work on that road. There was a compliment for work done on Sacred Heart Road and Chad advised he had received two compliments.

Connie reported the following:

- Fairfield County Commissioners passed Resolution 2018-06.12.f levying an additional \$5.00 motor vehicle license tax for Fairfield County.
- Fairfield County Regional Planning mailed new pamphlets on the Fair Housing Laws.
- Burns Consulting Firm who is tied into Jefferson Health Plan sent an email stating that since Jefferson no longer handles our health insurance effective December 31, 2017 they will not be filing a Form 720 nor be paying the fee to the IRS. This is a required fee of the Patient-Centered Outcomes Research Institute ("PCORI"). According to the letter, the PCORI fee is \$2.39 per covered life. Lisa reported that Mark at Jefferson Health Plan is researching.
- The telephone system was down after the weekend storm and repaired late Monday.
- Spectrum will be at the Township on June 28<sup>th</sup> between 1pm-5pm to install the necessary equipment. Need someone to commit to be at the office that is knowledgeable of the system. Lisa and Connie will work on a solution.
- Advertising for the 2019 Budget Hearing must be in the newspaper 14 days in advance. Since the next regular board meeting is on a holiday and the ad would not be submitted in time it was suggested to change the meeting date and schedule the Budget Hearing thirty minutes prior to the regular meeting. Dave made a motion to change the July 4<sup>th</sup> regular board meeting to July 6<sup>th</sup> at 3:30pm with the Budget Hearing scheduled at 3:00pm. Lisa seconded the motion. Roll Call: Chad, aye; Lisa, aye; Dave, aye.
- Authorized buyers for Fire and Road Departments. Fire – Chief Duvall, Brian Irwin, Kristen Krile, Todd Beery, Ruth Shahan. Road – Doug Hintz, Richard Campbell. Trustees concurred.
- On July 9<sup>th</sup> surgery is scheduled so the fiscal department will be working on a minimum basis.

#### Trustee Reports

Dave –

- Approved payroll for road and fire departments.
- Helping Doug on Roads for base coating.

Chad –

- One zoning permit was issued since the last meeting to Cory Snoke, 1260 Thomas Rd., - Accessory Bldg. & Deck.

Lisa –

- The Prosecuting Attorney sent an email regarding the unemployment claim. Amy spoke with Demeta at ODJFS who agreed that ODJFS made an error regarding the last denial since your appeal was timely. However, that determination is moot as the ODJFS folks determined that the Township is a "non-profit" or "public employer" under RC 4141.241(B)(1)(b) and does not pay Unemployment Tax. Essentially what that means is that the Township doesn't pay unemployment directly to an employee as the Township is a "contributing employer" to the state unemployment fund due to being a public entity. Therefore, the State fund that the Township contributes to will pay the unemployment and not the Twp. There is no sharing among the other two Townships as they are more than likely contributing employers as well. So the good news is that the Township is not responsible for reimbursing the State for the \$5,018 determination. Lisa stated she will contact Amy again as this has not been past practices and perhaps there has been a breakdown in communication.
- Contact was made with Mark at Jefferson Health Plan to discuss reimbursement of the run-out claim paid last year that was promised to be calculated in June of this year. Mark advised that his records indicated that Rushcreek Township was still listed in the consortium. The proper

documents were faxed to him showing that his information was incorrect. They are currently evaluating the paperwork.

- Working on the Hold Harmless Agreement for the contractors.

Meeting Adjourned: 8:09pm.